

# Consultant on the Tender and Public Procurement Procedures and Legislation

**DUTY STATION:**

Brcko

**CONTRACT TYPE:**

Consultancy

**DURATION:**

Maximum 3 months

**PURPOSE AND SCOPE OF POSITION:**

Under the direct supervision of the Head of the Legal Section of OHR-Final Award Office, Consultant is responsible of enhance and improvement of regulations that regulate tender and public procurement procedures and consultancy support to implementation of regulations in practice, audit of current practice and adherence to existing regulations, for training of Government's employees and officials re tender process, for making proposal and drafting regulations as well as amendments to existing regulations with a goal of having transparent system of above mentioned issues that at the same time prevents frauds and provides for better management of funds and property, efficient rational and effective disposing of funds and acquisition of goods and services performed by the Government.

**DUTIES AND RESPONSIBILITIES:**

- Review existing regulations that regulate tender and public procurements;
- Review existing practice and adherence to existing regulations;
- Liaise with District authorities identifying areas of priority for amending;

- Liaise with District authorities identifying areas of priority for drafting regulations;
- Drafting respective amendments and regulations;
- Training for employees and officials in tender and public procurements procedures and practice;
- Making reports on the respective situation;
- Present reports to the Head of Legal Section and to Supervisor if required.

### **PROFESSIONAL REQUIREMENTS / QUALIFICATIONS:**

- Economic Faculty Degree/Law Faculty Degree;
- Tender and public procurement procedures and practice expertise;
- At least five years of experience in respective field;
- Understanding of the Final Award and the Statute of the Brcko District;
- Excellent command of English;
- Drafting skills;
- Good communication skills.

**Any person with the above qualifications should provide (in English) a CV with a one-page cover letter and references to the following:**

**Personnel Department**  
**Office of the High Representative**  
**Emerika Bluma 1, 71000 Sarajevo**  
**Bosnia and Herzegovina**  
**Fax: +387 (0) 33 283 771**  
**application@ohr.int**

**E-mail:**

**Reference number: 2005/059 must be quoted**

**Closing date for applications: 31 March 2005**

**Only short-listed candidates will be contacted**

**No telephone inquiries please**