



The Ministry of Environment is seeking a qualified Technical Coordinator (TC) to ensure the timely implementation of the overall project.

2. OBJECTIVES OF ASSIGNMENT

This project aims to achieve the following outcomes;

1. Strengthening and formalizing long-term institutional arrangements;
2. Systemizing data collection and processing;
3. Developing indicators and advancing methodologies, as well as improving the overall data quality and management procedures, for preparing GHG inventories, tracking mitigation and adaptation actions and climate finance in an integrated manner. The final goal is to inform the national decision-making process as well as regularly report to the UNFCCC process.

Reporting structure: The Technical Coordinator will report to the National Project Director and Task Manager assigned by UN Environment

3. TASKS OF THE PROJECT COORDINATOR

Main project management duties

- Ensure that project implementation is carried out according to the project design and the outputs are delivered and outcomes achieved to the required standard of quality within the approved timeframe and budget.
- Regular communication with relevant ministries, governmental agencies, co-finance partners, PSC members, members of ad-hoc technical working groups and all other key stakeholders.
- Control the expenditures and otherwise ensure adequate management of project resources
- Identify and subcontract national/international experts (in consultation with the Project Director and thematic coordinators)
- Compile and/or prepare the documentation necessary for the procurement of services, goods and supplies under the project, as required
- Arrange duty travel and provide all the logistic support for the national experts/consultants, coming missions/visitors
- Review and approve the deliverables of the project delivered by national experts and consultants
- Organize and facilitate the inception workshop, project steering committee meetings and other project meetings.



The TC is expected to work closely with the Climate Change Department of the Ministry of Environment, Climate Change and Technology and will report directly to the person designated to the task during the assignment. The TC is expected to work closely with IA experts.

6. CONTRACT DURATION

The contract duration will be **36 months** from the commencement of the assignment.

7. Remuneration

The selected candidate will be provided an all inclusive monthly remuneration of **MVR 33,900**

8. SELECTION CRITERIA

The PTC will be selected based on the following criteria.

Rating Criteria	
Criterion	Rate
Academic qualifications	30 points
Experience in climate change and environment related projects	10 points
Experience with donor funded project reporting	10 points
Experience working in climate change/environmental sector	5 points
Familiarity with the UNFCCC reporting obligations	5 points
Interview	40 points

9. APPLICATIONS

Interested consultants may submit the **expressions of interest** with the following.

- Cover Letter
- Curriculum Vitae (CV) of the consultant indicating the previous experiences on similar works performed in the past with referees;
- Academic Qualifications documents;
- Copy of National Identification Card (or Passport)
- Reference letters of similar assignments completed

10. SUBMISSION


Interested consultants may submit their proposals on or before **13:00 hrs 14th April 2022**, to the following address.

Ministry of Environment, Climate Change and Technology
Handhuvaree Higung, Maafannu


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