PR SM
PROFESSIONALS FOR REFORM SUPPORT MECHANISM

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HUMAN RESOURCE SUPPORT FOR CRITICAL REFORM INITIATIVES

TERMS OF REFERENCE
IT MANAGER
FOR THE PROZORRO.SALE SOE ESTABLISHMENT UNDER THE MINISTRY OF ECONOMIC DEVELOPMENT AND TRADE OF UKRAINE

ToR Date of Issuance:	**September 20, 2018**
Due Date for Applications:	**October 5, 2018**

PRSM is committed to providing equal employment opportunity without regard to race, color, religion, gender, sexual orientation, national or ethnic origin, age, disability or status as a veteran with respect to policies, programs, and activities.

Background

The Professionals for Reform Support Mechanism (PRSM) provides human resource support – from managers to technical experts - to critical reform initiatives undertaken by national governmental agencies. PRSM is a multi-donor platform, which improves coordination of donor efforts for greater impact and avoids overlap of donor funding. It does not support routine work of the Government of Ukraine that is normally managed by the civil service. To do this, PRSM:

- **Selects initiatives** based on clearly defined links to reform initiatives;
- Ensures transparent **recruitment** of human resources;
- Manages the **contracting** and payment of human resources;
- Provides financial **reports** for donors;
- **Monitors** initiatives for results.

Reform Initiative

The goal of the current reform initiative is to further scale-up the Prozorro.Sale electronic trading system by means of introduction of three new auctions:
1) land leasing;
2) state railway service property disposal and cargo carriages leasing;
3) disposal of property of insolvent entities.
Those are the new areas of the public property management for the state-owned enterprises and governmental authorities. This initiative will result in development and set-to-run in the fully operating mode of the new auction procedures of the Prozorro.Sale Electronic Trading System.

Position Summary:

IT Manager will be responsible for the leading of the project management stream on Electronic Trading System support and development by close interaction and cooperation with project managers and legal advisors. The role of the IT Manager is to coordinate the technical development and on-going technical support of the Electronic Trading System and its main modules.

Preferred Qualifications and Skills:

- No less than 5 years in IT, preferably 10 years; managerial experience is required;
- Good presentation skills;
- Experience with government entities and their mandate and processes is an advantage;

- Leading a multidisciplinary team is an advantage;
- Thorough understanding of project management phases;
- Proven record of agile and scrum knowledge is an advantage;
- Good knowledge of technical writing;
- Good knowledge of data management and analytic skills;
- Excellent knowledge and experience of business analysis;
- Sets and meets realistic deadlines. Forecasts changes and communicates current and projected issues;
- Excellent command of English and Ukrainian, both written and spoken, together with the ability to draft in English and Ukrainian to a very high standard.

Indicative duties and responsibilities:

- General oversight and coordination of the technical development of new auction procedures;
- Preparation of the current version of the code for the possibility of modification of separate parameters;
- Conducting change management activities for the current version of the electronic trading system;
- Dispatching various technical assignments by several vendors and controlling the timely manner of implementation and integration;
- Implementation of the possibility to use separate auction modules as independent services.

Contract Duration and Timing:

Full time position based in Kyiv. The contract duration is expected to be 6 months with possible extension.

To apply:

Submissions must be prepared in English and delivered electronically **by 17:00 Kyiv time on October 5, 2018** to the following address: prsm@fsr.org.ua. We do not welcome unsolicited phone calls.

All submissions must include:
1) Applicant's CV;
2) Applicant's brief letter of interest indicated related experience and achievements.

Please ensure to state **IT Manager for the ProZorro.Sale** in the e-mail subject line.

Applications received after the indicated deadline or without letter of interest will not be reviewed and considered.

Shortlisted candidates will be contacted after October 9, 2018.