CALL FOR APPLICATIONS

The Support Council for the Realization of Partnership Contracts, (CARPA), PO Box 33745 Yaounde-Cameroon, plans to recruit two high-level experts to carry out expertise, appraisal and technical structuring missions and financing of major public service infrastructure projects. The profiles sought are as follows:

- **1 Expert Financial Engineer;**
- **1 Technical Expert**

The persons selected will be hired for a period of five (05) years, possibly renewable only once. The working base will be in Yaounde.

Missions of the Expert Financial Engineer

Under the direct authority of the Coordinator of the Technical Secretariat of the Institution, he or she will be specifically responsible for:

- the economic and financial evaluation of major public service projects;
- the development of economic models and reference financial models for the projects examined by the institution ;
- monitoring of financial markets both locally and internationally;
- the preparation of technical sheets on the economic and financial indicators in relation to the implementation of major projects and the monitoring of the evolution of these indicators;
- analyzes and economic and financial forecasting at the national and international level;
- the economic and financial set-up of specific contract projects according to the projects examined by the institution;
- the assistance of the Coordinator in the preparation of the budget, action plans, activity reports as well as accounts and financial statements, to be submitted to the Steering Committee for approval and closure;
- the assistance of the Coordinator in the preparation of meetings of the Steering Committee;
- economic and financial support for public or private actors involved in carrying out major public service projects in which the institution is involved;
- the execution of any follow-up and representation mission delegated to him (her) by the Chair of the institution or the Coordinator of the Technical Secretariat;
- monitoring the institution's assets;

- the collection and dissemination of information related to taxation and the financing of major projects as well as on all the activities of the institution related to its field of competence;

- participation in meetings and other exchanges involving the institution.

Missions of the Technical Expert

Under the direct authority of the Coordinator of the Technical Secretariat of the Institution, he or she will be specifically responsible for:

- the preparation and updating of reference costs in the implementation of major public service projects;

- the preparation of technical data sheets on major projects in Cameroon with a view to establishing a reference database;

- the technical structuring of specific draft contracts related to the projects examined by the institution;

- assessment of the technical feasibility and cost analysis of major public service projects;

- the assistance of the Coordinator in the preparation of the budget, action plans, activity reports as well as accounts and financial statements, to be submitted to the Steering Committee for approval and closure;

- the assistance of the Coordinator in the preparation of meetings of the Steering Committee;

- technical support for public or private actors involved in carrying out major public service projects in which the institution is involved;

- the execution of any follow-up and representation mission delegated to him (her) by the Chair of the institution or the Coordinator of the Technical Secretariat;

- monitoring the institution's assets;

- the collection and dissemination of information in relation to new techniques for implementing major projects as well as on all the activities of the institution in relation to its field of competence;

- participation in meetings and other exchanges involving the institution.

Requirements common to the 2 experts :

- be aged 50 at most on 1 January 2023 ;
- have an experience of at least five (05) years in the requested field of competence;
- have a diversified experience ;
- have a great familiarity with the computer tool, with the mastery of specialized software ;
- be fluent in French and English ;
- have a good knowledge of the execution modes of major projects.

Specific requirements :

For the Expert Financial Engineer

- hold a degree in economics, finance or statistics, at least GCE Advanced Level +5 years;

- have a good knowledge of the economic situation in Cameroon;
- have a good knowledge of major project financing techniques and financial modelling;
- have good knowledge of data analysis;
- have a good knowledge in the realization of business plans;
- be familiar with analysis as well as economic and financial appraisal of major projects;
- have experience in identifying and managing risks.

For the Technical Expert

- hold at least a degree in design engineering in the technical fields, with communications engineering as main subject ;
- have a good knowledge of major public service projects in Cameroon ;
- have a good knowledge of construction costs in the field of network infrastructures ;
- have a diversified technical experience, particularly in terms of design, deployment, administration, and network security ;
- be familiar with the technical assessment of projects integrating the implementation of information systems.

Contract duration

Each of the experts will be hired for a period of five (5) years, possibly renewable only once, starting on 03/01/2023.

Composition of the application file

The application file will include:

- a cover letter from the candidate
- a detailed curriculum vitae
- a photocopy of the national identity card
- work certificates from previous jobs and/or a work certificate from the current employer
- legalized photocopies of university diplomas from the GCE Advanced Level

The file thus constituted in five (05) copies of which an original will be placed in a closed and sealed envelope, then deposited at the following address:

Support Council for the Realization of Partnership Contracts,
PO Box 33745 Yaounde
Bastos district
URSS Boulevard, next to the Russian Embassy

The deadline for submitting applications is set no later than July 15, 2022 at 3:30 p.m.

Your letter will only bear the words **"Call for Applications for the Recruitment of an Expert.....(specify the speciaity) at CARPA".**

Main evaluation criteria

- *Eliminatory criteria*
  - o compliance with the file submission date;
  - o be no more than 50 years old on January 1, 2023;
  - o hold at least a GCE Advanced Level + 5 years diploma in the field applied for;
  - o be of Cameroonian nationality

- *Evaluation criteria*
  - o Basic knowledge - diplomas
  - o Professional experience
  - o Relevant references in the area of expertise applied for
  - o Candidate Interview

The first three (3) candidates in each specialty, ranked in order of merit, will be invited to take an interview which will focus on:

- mastery of computer tools
- proficiency in official languages
- knowledge of major investment projects in Cameroon
- familiarity with major projects in the specialty applied for

At the end of this interview, the best-placed candidate in each specialty will be invited to negotiate an Expertise Contract for a period of five (5) years, possibly renewable only once.

