



Annex 2. Description of responsibilities and requirements to qualifications, skills and experience of RST positions at the State Road Agency of Ukraine — UKRAVTODOR

POSITION: Project Manager PPP (Category 2) - Road network renewal and road construction governance and financing reform

1. Objective(s) and linkages to Reforms

A Reform Support Team (RST) at the State Road Agency (Ukravtodor) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis by the donors that provides targeted technical support and assists the Agency in the design and implementation of priority reforms. The RST will assist in filling the capacity gaps in the design and implementation of priority reform strategies and programs, while strengthening links and partnerships between the Agency's priorities and relevant donor support.

The funding source of this assignment is the EBRD Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA). The contributors are: Denmark, the European Union, Finland, France, Germany, Italy, Japan, the Netherlands, Poland, Sweden, Switzerland, the United Kingdom and the United States of America. Please note selection and contracting will be subject to MDA procedures and availability of funding.

Restructuring of roads management system reform is part of [Reform Actions of Government Action Plan](#). Agency has made this reform one of its top priorities and is committed to building a healthy and transparent system that will aim to make Ukraine adherent to OECD Guidelines on Corporate Governance of SOEs. The reform aims for three main objectives:

- implementation roads reconstruction program 2018—2022 based on the Road Fund implementation program;
- preparation of infrastructure projects for PPP (concessions).

Project Manager PPP is vitally needed to support the Government of Ukraine and in particular Ukravtodor in the fulfilment of the improvement of roads management system reform.

A highly qualified professional is needed in order to facilitate, supervise and support the PPP in the roads management system in Ukraine.

2. Duration and proposed timeframe:

Duration of the assignment is until June 2019 inclusively with potential extension to 31 December 2019 subject to the availability of funding, the performance of the selected consultant and the specific needs of the RST.

The Consultant shall deliver services in Ukraine and for no less than working 20 days per calendar month.

3. Main Duties and Responsibilities:

- assistance in realization ongoing EU funded projects in road sector;
- engagement of relevant stakeholders (experts, government officials, donors, etc.) to the RST's activities;
- project management support (development of project/reform implementation plan, risk management, change management, etc.);
- manage preparation of changes to laws and secondary legislation;
- manage analytical support to the reform;
- data and information search, integration and analysis;
- drafting of evidence-based policy and legal reform proposals;



- organizational and logistical support to the RST (events, round tables, conferences and forums to engage stakeholders on key reform themes and policy proposals);
- preparation of timely and quality reports and status updates on implementation progress;
- preparation of slides for presentations, infographics.

4. Main anticipated deliverables:

- Preparation of the sub-laws based on new branch law on PPP and Concession in road sector;
- Support the revision/amendment of the binding DSTU Б Д.1.1-1:2013 "Rules for determining the cost of construction" to ensure correspondence between Ukrainian and EU practices for cost estimates methodology and practices for an infrastructure project preparation and implementation funded by public monies" in coordination with the EU funded project;
- Drafting conceptual notes for new projects, ToRs for feasibility studies, cost benefit analysis and presentations;
- Preparation legal acts for improvement road construction governance regulations for facilitating the development of PPP in road sector;
- Assistance developing of the draft law creating possibilities for the local governments to borrow funds from IFI for road repairs, including right for oblast administrations to provide guarantees.

5. Qualifications, Skills and Experience:

5.1 Qualifications and skills:

- Master degree in finance, economics, or business administration;
- Strong analytical, communication and presentation skills;
- PC literacy (advanced PowerPoint, Project, Excel, Word skills; Visio is an asset);
- Fluency in Ukrainian and English

5.2 General professional experience:

- Preferably more than 7 years of general professional experience (minimum 5 years);
- 5 years of experience in research and analysis, public or business administration, consulting, communications.

5.3 Specific professional experience:

- Proven knowledge and professional experience in data collection and analysis;
- Experience with the reform implementation and transport regulation in Ukraine;
- Minimum 1 year of experience in PPP;
- Minimum 2 years of experience in road sector;
- Experience with public sector regulations, government entities and their mandate and processes is an asset.

6. Assignment Value

The estimated monthly value of this consultancy position is in the region of EUR 800 to EUR 1400. The funding source of this assignment is the [EBRD-Ukraine Stabilization and Sustainable Growth Multi-Donor Account / the European Union]. Please note selection and contracting will be subject to the availability of funding.

7. Submissions

Submissions must be prepared in English only and be delivered electronically by 25th March, 2019 to the following address: job@ukravidor.gov.ua



All submissions must include a completed Application Form, the candidate's Curriculum Vitae and Reference Letter from a recent supervisor.

Only applications which have been submitted using the correct template and are completed will be considered.

8. Selection Procedure

Following the evaluation of all applications received, selected candidates will be invited to a brief written test covering both general and technical questions in both English and Ukrainian. Only short-listed candidates will be invited to an interview.



POSITION: Project Manager Road Safety & Standards (Category 2) - Road Transport Safety Reform

1. Objective(s) and linkages to Reforms

A Reform Support Team (RST) at the State Road Agency (Ukravtodor) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis by the donors that provides targeted technical support and assists the Agency in the design and implementation of priority reforms. The RST will assist in filling the capacity gaps in the design and implementation of priority reform strategies and programs, while strengthening links and partnerships between the Agency's priorities and relevant donor support.

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Improvement of roads safety reform is part of [Reform Actions of Government Action Plan](#). Agency has made this reform one of its top priorities and is committed to building a healthy and transparent system that will aim to make Ukraine's roads safer and more efficient. The reform aims for two main objectives:

- development of National Program for Roads Safety.
- amendment of existing state standards (drafting new guidelines for principles of traffic organization, requirements for signage, pedestrian crossings etc).

Project Manager Road Safety & Standards is vitally needed to support the Government of Ukraine and in particular Ukravtodor in the fulfilment of the improvement of roads management system reform.

A highly qualified professional is needed in order to facilitate, supervise and support the reforms related to improvement of roads management system reform.

2. Duration and proposed timeframe:

Duration of the assignment is until June 2019 inclusively with potential extension to 31 December 2019 subject to the availability of funding, the performance of the selected consultant and the specific needs of the RST. The Consultant shall deliver services in Ukraine and for no less than working 20 days per calendar month.

3. Main Duties and Responsibilities:

- assistance in realization ongoing EU funded projects in road sector;
- engagement of relevant stakeholders (experts, government officials, donors, etc.) to the RST's activities;
- project management support (development of project/reform implementation plan, risk management, change management, etc.);
- manage preparation of changes to laws and secondary legislation;
- manage analytical support to the reform;
- data and information search, integration and analysis;
- drafting of evidence-based policy and legal reform proposals;
- organizational and logistical support to the RST (events, round tables, conferences and forums to engage stakeholders on key reform themes and policy proposals);
- preparation of timely and quality reports and status updates on implementation progress;
- preparation of slides for presentations, infographics.



4. Main anticipated deliverables:

- Drafting and proposing amendment to the national standards and regulations on EU norms and regulations on roads safety (new guidelines for principles of traffic organization, requirements for signage, pedestrian crossings etc.);
- Support to draft laws and sub-laws developed by the Ministry of Infrastructure and EIB-funded project “Modernization and Safety Improvements of the Road Network in Ukraine Technical Assistance”;
- Cooperation with civil society, building public dialogue on required changes and reforms;
- Establishing reliable monitoring process of road safety, thanks in particular to the setting up of a regional EaP Road Safety Observatory;
- Facilitating introduction of Road Infrastructure Safety Management procedures according to Directive 2008/96/EC;
- Application of Road Safety Audit procedures to road construction and rehabilitation projects on international roads of Ukraine;
- Support of drafting and adoption sub-law on improving the mechanism of weight control according to the Action Plan of Government;
- Maintenance of launching pilot project of Weight-in-Motion (WiM) systems in cooperation with MoI;
- Preliminary evaluation of new weight control regulations; preparation of proposals for regulation amendments.

5. Qualifications, Skills and Experience:

5.1 Qualifications and skills:

- Master degree in finance, economics, or business administration;
- Strong analytical, communication and presentation skills;
- PC literacy (advanced PowerPoint, Project, Excel, Word skills; Visio is an asset);
- Fluency in Ukrainian and English.

5.2 General professional experience:

- Preferably more than 7 years of general professional experience (minimum 5 years);
- 5 years of experience in research and analysis, roads construction and maintenance, roads safety.

5.3 Specific professional experience:

- Proven knowledge and professional experience in data collection and analysis;
- Minimum 2 years of experience in road safety;
- Experience with the reform implementation and transport regulation in Ukraine;
- Experience with public sector regulations, government entities and their mandate and processes is an asset.

6. Assignment Value

The estimated monthly value of this consultancy position is in the region of EUR 800 to EUR 1400. The funding source of this assignment is the [EBRD-Ukraine Stabilization and Sustainable Growth Multi-Donor Account / the European Union]. Please note selection and contracting will be subject to the availability of funding.

7. Submissions

Submissions must be prepared in English only and be delivered electronically by 25th March, 2019 to the following address: job@ukravtodor.gov.ua.

All submissions must include a completed Application Form, the candidate's Curriculum Vitae and Reference Letter from a recent supervisor.



Only applications which have been submitted using the correct template and are completed will be considered.

8. Selection Procedure

Following the evaluation of all applications received, selected candidates will be invited to a brief written test covering both general and technical questions in both English and Ukrainian. Only short-listed candidates will be invited to an interview.



POSITION: Project Manager Procurement and Transparency (Category 2) - Procurement Reform, Anti-Corruption reform

1. Objective(s) and linkages to Reforms

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The funding source of this assignment is the EBRD Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA). The contributors are: Denmark, the European Union, Finland, France, Germany, Italy, Japan, the Netherlands, Poland, Sweden, Switzerland, the United Kingdom, and the United States of America. Please note selection and contracting will be subject to MDA procedures and availability of funding.

Update of technical standards reform is part of [Reform Actions of Government Action Plan](#). Agency has made this reform one of its top priorities and is committed to building a healthy and transparent system that will aim to make Ukraine's roads construction branch more efficient. The reform aims for two main objectives:

- implementation of FIDIC principles;
- amendment of State standards for road construction;
- approval of standard tender requirements for participants by the State Roads Agency.

Project Manager Procurement is vitally needed to support the Government of Ukraine and in particular Ukravtodor in the fulfilment of the improvement of roads management system reform.

A highly qualified professional is needed in order to facilitate, supervise and support the reforms related to procurement process in roads management system.

2. Duration and proposed timeframe:

Duration of the assignment is until June 2019 inclusively with potential extension to 31 December 2019 subject to the availability of funding, the performance of the selected consultant and the specific needs of the RST. The Consultant shall deliver services in Ukraine and for no less than working 20 days per calendar month.

3. Main Duties and Responsibilities:

- assistance in realization ongoing EU funded projects in road sector;
- engagement of relevant stakeholders (experts, government officials, donors, etc.) to the RST's activities;
- project management support (development of project/reform implementation plan, risk management, change management, etc.);
- manage preparation of changes to laws and secondary legislation;
- manage analytical support to the reform;
- data and information search, integration and analysis;
- drafting of evidence-based policy and legal reform proposals;
- organizational and logistical support to the RST (events, round tables, conferences and forums to engage stakeholders on key reform themes and policy proposals);
- preparation of timely and quality reports and status updates on implementation progress;
- preparation of slides for presentations, infographics.



4. Main anticipated deliverables:

- Analysing current procedures of procurement and preparing proposals on flaws and required amendments;
- Drafting and approval of standard tender requirements for participants by the State Roads Agency;
- Interaction with sector business representatives and civil society regarding transparency of procurement procedures; establishment of external monitoring and data disclosure;
- Proposals to market liberalization of road design and technical supervision services;
- Assistance in establishing system of transparent road construction "CoST"; Drafting and proposing amendment to the national standards and regulations in road sectors;
- Preparing draft of sub-law on blacklist of unfair contractors.

5. Qualifications, Skills and Experience:

5.1 Qualifications and skills:

- Master degree in procurement, economics or business administration;
- Strong analytical, communication and presentation skills;
- PC literacy (advanced PowerPoint, Project, Excel, Word skills; Visio is an asset);
- Fluency in Ukrainian and English.

5.2 General professional experience:

- Preferably more than 7 years of general professional experience (minimum 5 years);
- Minimum 3 years of experience in procurement.

5.3 Specific professional experience:

- Proven knowledge and professional experience in data collection and analysis;
- Minimum 2 years of experience in procurement of works and supervision contracts;
- Experience with the reform implementation, transport regulation and procurement in Ukraine;
- Experience with public sector regulations, government entities and their mandate and processes is an asset.

6. Assignment Value

The estimated monthly value of this consultancy position is in the region of EUR 800 to EUR 1400. The funding source of this assignment is the [EBRD-Ukraine Stabilization and Sustainable Growth Multi-Donor Account / the European Union]. Please note selection and contracting will be subject to the availability of funding.

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