



Humanitarian Development Nexus: Strengthening a Decentralized Health System for protracted displaced population (HealthPro) in al Fasher and Nyala – North and South Darfur States"-
T05-EUTF-HOA-SD-73-01 CUP H82C19000120005

PROFESSIONAL VACANCY ANNOUNCEMENT No. 25/12113/2022 HealthPRO

LOGISTICS PROCUREMENT OFFICER

Profile: Logistics procurement Officer (Expert M1)

Program: "Humanitarian Development Nexus: Strengthening a Decentralized Health System for protracted displaced population (HealthPro) in al Fasher and Nyala – North and South Darfur States" T05-EUTF-HOA-SD-73-01.

Applicable regulations:

Law of 11 August 2014, n.125 as emended, entitled "*Disciplina generale sulla cooperazione internazionale per lo sviluppo*" (General Law in International Development Cooperation).

The decree of the Italian Ministry of Foreign Affairs (MAECI) of 22 July 2015, n. 113 as amended, entitled "*Statuto dell'Agenzia italiana per la Cooperazione allo Sviluppo*" (Statute of the Italian Agency for Development Cooperation) and in particular article 11, paragraph 1, letter c).

Resolution n. 101, issued by the AICS/MAECI Joint Committee of 19 November 2019, approving the document "*Criteri e modalità per la selezione di personale non appartenente alla Pubblica Amministrazione da assumere con contratto di diritto privato a tempo determinato disciplinato dal diritto locale di cui all'articolo 11 comma 1 lettera c) dello Statuto AICS*" (Criteria and modality for the selection of personnel, not belonging to the Public Administration, to be recruited by a private law contract with predetermined duration in line with local right, as per article 11, section 1, letter c) of AICS statute), and repealing the previous resolutions n. 156/2016, 91/2017 and 171/2017.

The Italian Agency for Development Cooperation (AICS) – Khartoum Office, intends to recruit a **Logistics procurement Officer** in the framework of the Program "Humanitarian Development Nexus: Strengthening a Decentralized Health System for protracted displaced population (HealthPro) in al Fasher and Nyala – North and South Darfur States" T05-EUTF-HOA-SD-73-01, financed by the European Union Trust Fund for Africa and executed by the Italian Agency for Development Cooperation (AICS) – Khartoum Office.

Program description:

AICS is implementing a 3-year EU-funded project "Humanitarian Development Nexus: Strengthening a Decentralized Health System for protracted displaced population (HealthPro) in Al Fasher and Nyala – North and South Darfur States". Darfur Region is one of the poorest areas in Sudan and Darfur States health indicators are among the worst in Sudan. The conflict has completely jeopardized the organization and



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delivery of basic health services. It is estimated that about 40% of the health facilities are not operational while the remaining 60% are unable to provide quality PHC services. The Region is also affected by health challenges common in all of Sudan: the system is underfunded and almost 80% of health expenditures are out-of-pocket, increasing poverty and family debt. The reconstruction and reactivation of all preventive and curative PHC services in Darfur region is a national priority. This could give rise to great opportunities for revitalizing the health sector and providing the needed resources. From another perspective the overdue restructuring process of key health institutions (in particular the NHIF and NMSF) might create a temporal vacuum and delay the operationalization of new strategies and approaches.

IDP camps in suburban areas of Nyala and Al Fasher, where almost half of the people have decided to stay after the returning process, present an ideal condition to realize a health program based on the triple Nexus approach, progressively shifting social service management from the emergency modality to a development modality of full incorporation within the local government and public sectors. Sudan FMOH National Health policy 2017-2030 and Health Sector strategic plan 2017-2021, both entailing EU Humanitarian-Development-Peace Nexus approach, together with sector reforms, as the NHIF for the universal health coverage by 2020 give guidance for a health intervention in Darfur aiming at strengthening the decentralized health system for sustainable and durable progress. Therefore, this intervention aims at strengthening the decentralized health system in South and North Darfur States and particularly to provide accessible high quality PHC services in the suburban IDP residential areas (ex-camps) of Nyala and Al Fasher town.

The Italian Agency for Development Cooperation (AICS) – Khartoum office

intends to recruit

a **LOGISTICS PROCUREMENT OFFICER** (Expert M1)

CONTENTS AND PURPOSE OF THE ASSIGNMENT

Professional Profile

Duty Station: Khartoum (Procurement and Logistics Unit) with expected duly travel in the areas of intervention.

Type of Contract: Fix term contract according to local legislation following the principle of the Italian law.

Expected start of employment: At the end of the recruitment process.

Remuneration: salary, benefits and other conditions are offered in accordance with AICS rules and regulations. The remuneration corresponds to 38.338,96 EURO gross per year plus cost of living and risk allowance (Expert M4). The remuneration is subject to the fiscal residency of the applicant. (Ref: “Determina Direttoriale AICS n. 28 of 5th February 2021).

Duration: The contract duration will be of 8 months – including two months’ probation period – following the approval of the programme’s extension of time requested to the Donor, extendable for a period to be determined but not exceeding the end of the Programme, subject to programme’s needs, availability of funds and satisfactory performance.



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Prohibition to engage in other activities: The selected candidate must not have carried out, during the last three years, any business activity in the country of service, or be in a situation of conflict, even potential, of interests that undermine the impartial exercise of the functions, as provided for in Article 53 of Legislative Decree no. 165 of 2001, referred to in Law No. 190 of 2012 and by the Code of Ethics and Conduct of AICS. The Administration reserves the right to verify, under penalty of exclusion, the compliance of what has been declared in this regard by the selected candidate.

1. KEY FUNCTIONS

Under the direct supervision of the Director of AICS Khartoum, the Logistics Officer will perform the following tasks:

- 1) Compliance with AICS' logistics and procurement policy (10% of the tasks):
 - ♦ Implement/maintain AICS standard practices in logistics and procurement procedure.
 - ♦ Oversee the management of mobilisation of goods and procurement supplies.
 - ♦ Ensure the national staff will progressively take responsibility of all the logistics procedures.
- 2) Coordination with the other AICS departments (40% of the tasks):
 - ♦ Ensure proper coordination of logistics activities
 - ♦ Provide timely advice and technical support on logistic issues to other functions within the organisation
 - ♦ Ensure that inventories of all material and equipment used are updated
- 3) Facilitate the procedure of procurement (30% of the tasks):
 - ♦ Support the planning and organizing work of the Procurement and Logistics Unit in the provision of logistics-related services for minor supply.
 - ♦ Support AICS project coordinator and project officers in terms of collecting competitive quotations of supplies/services and ensuring purchases them according to PRAG rules.
 - ♦ Support in the supervision of all Shipping, Receipt and Delivery-related activities including:
 - Mail Receipt and Delivery: (a) AICS Khartoum Mail Operations including the receipt and delivery of all mail, parcels and low-value procured goods for the central and State Offices; and (b) collection and distribution of external mail.
 - Supervise Warehouse Management and related activities including: (a) the receipt and distribution of all procured goods for the HQ and Darfur Local Offices; (b) the identification and registration of procured goods in the inventory; and (c) the appropriate warehousing, tracking and replenishment of supplies and equipment.
 - Shipments: (a) the logistics relating to the shipment of personal effects; and (b) custom clearance activities as required.
 - ♦ Support in the supervision of all activities related to the AICS Khartoum Insurance Portfolio including:



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- Administration of AICS insurance contracts including insurance policies malicious acts, liability, property, fleet, visitors;
 - Responsible for the preparing and negotiating new insurance contracts or renewals;
 - Prepare terms of reference and necessary documents for call for tender from insurance companies.
 - ◆ Support in the supervision of all activities related to the drivers, transportations and maintenance of AICS vehicles.
 - ◆ Ensure that the use of AICS vehicles and machines in compliant with AICS and EU organisation's procedures.
- 4) Security (20% of the tasks):
- ◆ Coordinate, supervise and evaluate AICS staff and the consultants are register and have the due permission to stay in the country
 - ◆ Participate in the preparation of the field missions
 - ◆ Ensure that security is guaranteed to the highest level possible in the whole mission and working closely with AICS director or deputy director
 - ◆ Ensure that all necessary measures are taken to avoid theft, destruction or other type of damage of AICS material and property

2. REQUIREMENTS

Candidates will be considered eligible for selection on the basis of the following essential requirements (point 2.1), to be fulfilled by the deadline for applications:

- a) Age not exceeding (at the time of signing the contract) that required for retirement by local regulations (60 years), or by Italian regulations (ref. Law 398/87) for candidates' subject to the Italian social security system (67 years);
- b) Medically fit for employment;
- c) To have acquired the academic qualification required by the selection notice;
- d) To have acquired the professional experience required by the selection notice;
- e) Excellent knowledge of English and Italian language;
- f) To have knowledge and consistent effective use of the main Microsoft Office applications.

The requirements set out in this Article shall be met throughout the duration of the contract.



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2.1 Essential requirements:

- A. Master's degree (level 7 - European Qualification Framework EQF) in Management, Supply Chain Management, Engineering, Management Information Systems, Logistics, or another related degree/diplomas (level 7 European Qualification Framework EQF) may be accepted if supported by a qualified professional experience in the sector of intervention of at least 5 years;
- B. At least six (6) years of working experience in logistic/procurement sector. The proven experience carried out in the administrative sector can be evaluated for the purpose of achieving the requirement set in article 2.1.A. (other fields degrees supported by qualified experience) only for the period exceeding 9 years.
- C. Proficient computer skills including Microsoft programs, spread sheets, Email (Outlook) and internet
- D. To have a written and spoken knowledge of English language, at least level C1 of the Common European Framework of Reference for Languages.
- E. To have a written and spoken knowledge of Italian language, at least level C2 of the Common European Framework of Reference for Languages.
- F. Not having sustained, in the three-year period preceding the date of expiry of the notice, an assessment of insufficiency in the assessment of work done/performed in the context of employment contracts signed with AICS offices other than Khartoum

2.2 Preferred requirements

- a) Postgraduate courses and/or additional training in Logistics and/or Supply Chain Management or related field;
- b) Previous experience within the Italian Cooperation (DGCS, AICS);
- c) Experience in working in fragile states and emergency contexts;
- d) Knowledge of Arabic;

Before submitting their application, candidates should assess whether they fulfil all the essential requirements as specified in this vacancy notice, particularly those indicated under paragraph 2.1. The candidate who does not fulfil the requirements indicated under paragraph 2.1 will be automatically excluded. Professional experiences indicated in the curriculum vitae are accounted only from the time the candidate obtained the degree required for the position. Start and end dates of all previous positions and indication on whether they were full- or part-time should be clearly stated in the curriculum vitae. Details of any professional experience, training, research or studies must be provided in the application. Upon request, candidates must be able to provide supporting documentation clearly indicating the duration and nature of experience upon request.

3. HOW TO APPLY



بتمويل من الاتحاد الأوروبي
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3.1 In the application, drawn up in the form of a self-declaration of certification pursuant to the art. 46 and 47 of Presidential Decree no. 445 of 28.12.2000, candidates must declare under their own responsibility:

- a) Surname, name, date and place of birth;
- b) Residence;
- c) Citizenship;
- d) Full enjoyment of political and civil rights;
- e) Absence of convictions for any criminal offence and absence of any pending criminal and accounting offences both in Italy and abroad;
- f) Not to have been dismissed, dispensed, declared lapsed or fired from employment in a public administration, both in Italy and abroad; any false declaration will incur penal sanctions according to article 76 of Italian D.P.R. 28.12.2000, n. 445. as subsequently amended and supplemented, facing immediate termination of employment and loss of any wrongfully obtained benefit.

3.2 The application shall also include:

- 1) Motivation letter in English dated and signed
- 2) Copy of valid passport/ID card
- 3) Curriculum vitae in Europass format and in English dated and signed including authorization to process personal data, with a precise time indication of the professional experience relevant to this notice, without overlapping
- 4) Self-declaration as per paragraph 3.1 dated and signed The applicant should also provide a telephone number, a home address and an email for communications. The applicant must communicate any changes occurring after the submission of the application for this vacancy.

The applications, duly dated and signed, should be submitted in non-modifiable pdf format to the following email address: recruitment.sudan@aics.gov.it by **October 19th, 2022, at 12:00** (Central European time). The subject of the email must contain the vacancy announcement Code 25/12113/2022

Please note that only complete applications received within the deadline will be accepted and considered.

4. EXCLUSION FROM SELECTION PROCEDURES

The following will determine exclusion from the selection procedure:

- a) Applications lacking any of the essential requirements;
- b) Applications received after the deadline stated in this announcement and not following terms and modality set out in the present announcement;
- c) Application documents not signed and dated.

5. EVALUATION OF APPLICATIONS



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Once the terms of validity of the notice have elapsed, the head of AICS office in Khartoum assesses the admissibility of the applications regarding the presence of the essential requirements and the absence of causes for exclusion. The exclusion is communicated to the candidates concerned.

Subsequently, a recruitment commission of three members appointed according to art. 2 of the document approved by the *Delibera* n. 101 of the Joint Committee n. 101 evaluates the merits of applications by assigning a maximum overall score of 100 points according to the following criteria:

Qualifications (Education, languages, experience, competencies and preferred requirements) (Max 70 points)

- Additional academic titles than the obligatory one: up to 10 points;
- Language skills: up to 10 points;
- Professional experience: up to 40 points;
- Other qualifications of professional skills: up to 10 points.

Interview (Max 30 points)

Candidates who score at least 40 points, in the assessment of qualifications, are invited for an interview. A maximum score of 30 points can be attributed. The interview will be carried out through audio/video connection, or at the premises of the Italian Agency for Development Cooperation in Khartoum.

The interview shall be held in the languages indicated in the vacancy announcement and shall assess the applicant's knowledge and experience, languages skills, his or her ability to carry out the position and any other skills deemed necessary to assess the candidate's profile in relation to the post to be filled.

The invitation for an interview is sent by e-mail to the address indicated by the candidate in the application. Applicants are not entitled to reimbursement of any costs incurred in connection with the interview.

Following the interview process, a list of candidates is prepared including only candidates with an overall score of not less than 60% of the maximum attributable points (60 points).

6. RESULTS OF THE SELECTION

The candidate with the highest score in the ranking list is declared the winner. He/she is informed by email or any other appropriate means.

The ranking list remains valid for one year and can be extended for another year for motivated needs related to the implementation of the initiative. In case of a decline by the winning candidate or an early termination of the contract, the office reserves the right to appoint another candidate from the ranking list - if the necessary financial resources are available.

In the event of equal scoring, the youngest candidate will be preferred.



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The ranking list is published on AICS and AICS Khartoum Office website

In the employment contract between AICS Khartoum and the candidate - selected through the recruitment procedure – both parties can – in the presence of a just cause or a fact of such gravity that does not allow the continuation, not even provisional, of the employment relationship - withdraw from the contract.

In any case, the employee may withdraw from the contract with a 6 months' notice.

The employment contract foreseen the signature of the Italian Agency for Development Cooperation Code of Ethics and Behaviour of staff by the employee according to art. 11, comma 1, let. C) of the Ministry Decree n. 113 July 22nd 2015.

7. PROTECTION OF PRIVACY

The submission of applications by a candidate implies consent to the processing of their personal data, including sensitive data, by personnel assigned to the custody and storage of applications and to their use for the purpose of the selection process.

The data processor is the head of AICS Khartoum.

8. PROTECTION CLAUSE

At any stage of the selection process, AICS has the right at its complete discretion to terminate the recruitment process for organisational or financial needs.

9. TRANSPARENCY

This vacancy announcement is published on AICS Rome and AICS Khartoum website