



MINISTERUL AGRICULTURII,  
DEZVOLTĂRII REGIONALE ȘI  
MEDIULUI AL REPUBLICII  
MOLDOVA

MINISTRY OF AGRICULTURE,  
REGIONAL DEVELOPMENT AND  
ENVIRONMENT OF THE  
REPUBLIC OF MOLDOVA



UNITATEA CONSOLIDATĂ PENTRU IMPLEMENTAREA PROGRAMELOR IFAD  
THE CONSOLIDATED PROGRAMMES IMPLEMENTATION UNIT (CPIU-IFAD)

## TERMS OF REFERENCE

### For full-time position Irrigation and water harvesting Infrastructure Development Consultant

**Location:** CPIU-IFAD, CHISINAU

**Terms for employment:** fixed-term employment contract

**Project:** IRECR

### Background

The Consolidated IFAD Programme Implementation Unit (CPIU-IFAD) was created in 2000 year by the Government of Moldova to implement the rural and agricultural development programmes funded by the International Fund for Agricultural Development, based in Rome, Italy. The CPIU-IFAD it is implementing two ongoing projects IRECR and RRP. Both projects provide finance for construction of irrigation systems, water supply lines, pumping stations and water harvesting reservoirs.

The Irrigation and water harvesting Infrastructure Development Consultant will work under the direct supervision of CPIU-IFAD Infrastructure Development Specialist, and will be responsible for implementation infrastructure development activities related to irrigation, water supply, construction of infrastructure for harvesting water for irrigation, which is a key component within IFAD projects in Moldova.

The CPIU-IFAD will recruit a full-time national consultant engineer, hydrologist, with a strong background engineering in water supplies for cities or irrigated farms, with experience interpreting hydrologic data and performing analyses for determining possible water supplies, controlling river flooding, construction of ponds and water harvesting reservoirs.

### Duties and Responsibilities

- Implementation and monitoring of the activities within infrastructure component with in on-going projects. This entails the preparation of Work Plans, progress reports, analytic reports; management reports.
- Develop ToR, Bill of Quantities and other bidding documents for procurement of civil works and consulting services for infrastructure component;
- Participating in the process of selection of consultants and civil work construction companies, keeping personally strong quality control on provided services;
- Provide advisory support as required to the project beneficiaries;
- Verification of Variation Orders;
- Verification of Payment Certificates and Technical Drawings;
- Oversee and deliver regular dissemination information on infrastructure component activities, sharing, and networking among stakeholders' communities (from local to national levels);
- Prepare terms and conditions for matching grant applications and ensure publication in local mass media. Lead the awareness and promotion of component activities, participation on selection process of grant applications through desk and field review and final scoring by an Evaluation Committee;
- Verify volume and quality of works and services provided by experts, service providers, review and approve reports, protocols of services completions, Minute-notes(Certificates) and present to the CPIU-IFAD Infrastructure Development Specialist for clearance for payment of consultants, services providers and building companies contracted for implementation of activities within managed component;

- Oversee and conduct needs assessment and provision of required training and capacity building of involved government agencies and key stakeholders; coordinate and facilitate all the steps of the mainstreaming process, monitor on changes in legislation related to the infrastructure construction and updating project operation documents as per new modification of the legislation;
- Assume responsibility for the organization of component-related meetings, conferences and workshops;
- Develop awareness materials/publications and the guidelines on best practices produced through the component;
- Provide full support and guidance to CPIU-IFAD Infrastructure Development Specialist in the gathering of data and information needed to undertake an effective monitoring and evaluation of all the component activities, including for other type of infrastructure, like roads, market places;
- Draft framework agreements, contracts and coordinate linkage with main partners and stakeholders involved in infrastructure development;
- Provide instructions to consultants and contractors.
- Assist the other CPIU departments in day-to-day activities related to integration of infrastructure development activities with other IFAD programme components.

### **Competencies**

- Works collaboratively with colleagues to achieve component objectives and goal;
- Ability to build strong client relations;
- Identifies priority activities and assignments; adjusts priorities as required;
- Allocates appropriate amount of time and resources for completing work;
- Monitors and adjusts plans and actions as necessary;
- Very good document drafting and writing abilities, including in the presentation of analysis or research;
- Good communication skills, including in workshop and facilitation settings.
- Strong knowledge of computer management skills,

### **Required Skills and Experience**

#### **Minimum eligibility criteria:**

- MSc degree in Civil Water Supply Engineering, Hydrological engineering, Irrigation system engineering or other relevant specialisations.
- Have at least 5 years of relevant professional experience, management, design and construction of small-scale community infrastructure (water supply network, irrigation infrastructure or related fields).
- Have at least 3 years' experience working in internationally funded projects.

**Job Requirements & Experience:** The candidate should have following experience, skills and knowledge mix:

- a strong background and good knowledge of water supply network, irrigation infrastructure or related fields,
- strong communication skills, especially written communications; group facilitation skills;
- fluent written and spoken English, Romanian and Russian;
- creative and pragmatic approach to problem solving;
- well-organised and well oriented to details;
- ability to work in multinational environment and with multiple external parties.

- suitable experience in building construction and project management and previous experience in conducting reviews and evaluations of infrastructure projects.
- good analytical skills, an ability to communicate with project beneficiaries, partners for project implementation, to manage committees, gather and interpret data and information and write constructive, informative reports.
- substantive knowledge on appropriate methods of implementation by community-based construction and activity implemented through government systems.

### **Selection Criteria**

Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The key criteria for evaluation for short-listing are the following:

1. General qualification - 30 points:

- Education degree: PhD, MSc, in the field of specialization;
- Graduation of specific international training courses in the last 5 years

2. Specific previous experience in the field for vacant position – 50 points:

- Total professional experience in the field of specialization
- Professional experience in the field related to this position;
- Experience in international funded project implementation,

3. Language skills -10 points:

- Fluency in English, Romanian, Russian

4. Computer management skills, soft applications – 10 points

Assessment of the candidates will be conducted against evaluation criteria set in this ToR, based on information provided in the application documents. Interested candidates shall submit information on their credentials to perform the services, including descriptions of similar assignments, experience in similar conditions, availability of appropriate skills, qualifications and other relevant information.

### **Consolidated Programme Implementation Unit (CPIU-IFAD)**

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