



Lesotho Government



African Development Bank

**REQUEST FOR EXPRESSIONS OF INTEREST
(POSITION OF PROJECT COORDINATOR)**

KINGDOM OF LESOTHO

e-GOVERNMENT INFRASTRUCTURE PHASE II PROJECT

Date: 7th November 2021
Loan/ Grant No: 2100150042148
IFP No.: ADF/e-GOV/C/006

1. The Government of Lesotho (GoL) has received financing from the African Development Fund (ADF) for the implementation of the Lesotho e-Government Infrastructure Phase II Project and it is intended that part of the proceeds of this financing will be applied to eligible payments under the contract for the position of Project Coordinator e-Government Infrastructure Phase II Project.
2. The scope of work for the Project Coordinator included:
 - a) Coordination, execution and day-to-day management of the overall project's planned activities and delivering of expected results on time and in quality.
 - b) Overall implementation of project activities including financial management, procurement, progress reporting and monitoring.
 - c) Development of the project's annual work Plan and budget and coordinate its implementation.
 - d) Plan and organize meetings, workshops, conferences and other events relating to the program.
 - e) Act as the secretary at the meetings of the project related committees including the Policy Steering Committee (PSC); Technical Committee (TC).
 - f) Preparing physical and financial monthly, quarterly, annually; and ad hoc progress reports and facilitating project audits.
3. **The Ministry of Communications, Science and Technology** invites eligible individuals to indicate their interest in providing these services. Interested individuals must provide detailed Curriculum Vitae (CV) indicating that they are qualified and have skills to perform the services.
4. Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African Development Bank's Procurement Policy and Methodology for the African Development Bank Group Funded Operations, dated October 2015, which is available on the Bank's website at <http://www.afdb.org>.

5. Interested Individuals may obtain further information at the address below during office hours 08:30 to 16:00 GMT +2, Mondays to Fridays. **N.B. detailed Terms of reference are also available on the Government of Lesotho Website at www.gov.ls**

6. **Qualifications, Experience and Competencies**
Qualifications and Experience:

- i. Master's degree preferably in the field of ICT, Telecommunications Engineering, Electronic Engineering, or any related degree from recognized University. Courses in Project planning and Management or Business Courses will be an added advantage.
 - ii. At least 10 years proven track record in project coordination or management of digital networks and digital services and management as it contributes to economic development.
 - iii. Rigorous, results-oriented individual with strong analytical skills, sound business judgement and the ability to identify needs and constraints, to set priorities and translate them into actions;
 - iv. Experience in strategic planning and execution of ICT projects/programmes.
 - v. Proven experience in coordination and project management of similar multilateral financed initiatives/projects and familiar with the Africa's continental ICT landscape and its industry requirements.
 - vi. Experience in coordination of trainings and capacity building programs at international level
7. Submissions must be delivered by mail or electronically or physically in sealed envelopes clearly marked "*Expression of Interest* – for the position of Project Coordinator, e-Government Infrastructure Phase II Project" to the address indicated below by Friday 26th November 2021 at 12:00 Noon.

Attn: Mrs Likeleli Mphaloane
Title: Director Human Resource
Ministry of Communications, Science and Technology

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