

POSITION DESCRIPTION (PD)

MILLENNIUM CHALLENGE ACCOUNT MOLDOVA (MCA-MOLDOVA)

ENVIRONMENTAL OFFICER (EO)
(Long Term Position)

Chisinau/Moldova
July 2013

1 MCA-Moldova Compact Background

The Government of the Republic of Moldova has received a grant from the Government of the United States of America through the Millennium Challenge Corporation (MCC) for the Millennium Challenge Account Moldova (MCA Moldova) to support poverty reduction through economic growth (Compact). The compact program includes two components: Transition to High Value-added Agriculture (THVA) Project and Road Rehabilitation Project (RRP). The objective of the THVA Project is to increase incomes in rural agricultural communities through transition to higher value added production through rehabilitation of irrigation infrastructure, radical changes to its management, and increased access to finance, training, and market information. The objective of the Road Rehabilitation Project is to increase incomes by reducing the cost of transport, goods and services, thus improving profitability and marketability of goods carried on the roads, improve access to social services among communities serviced by the roads, and improve road safety.

More information about the Compact can be found at:

<http://mca.gov.md/?site=1&lang=md&add=mcanews1st/0/0/1211> and
<http://www.mcc.gov/mcc/countries/moldova/index.shtml>

2 Description of Assignment and Duration of Contract

2.1 Description and Scope

The incumbent will serve as the main interlocutor on all environmental issues to be considered on the implementation process of all activities of the Compact Program related to the Road Rehabilitation Project (RRP) and Transition to High Value Agriculture (THVA) Project.

As Environmental Officer, the incumbent will be responsible for attaining the objectives listed in Section 2.2 below. He/she will work closely with contracted consulting firms, under the overall management of the MCA Moldova's Environmental and Social Assessment Director (ESAD).

2.2 Tasks

The incumbent is expected to perform the following key tasks:

- Evaluate the technical adequacy of project-specific analyses such as environmental and social impact assessments (ESIAs) and environmental and social management plans (ESMPs).
- Ensure that all environmental management plans and health and safety requirements for rehabilitation works and the environmental chapters of the detailed technical design projects are consistent with the MCC Environmental Guidelines, Gender Policy and relevant Government of Moldova laws and regulations.
- Actively participate and assist the ESAD in overseeing the implementation of River Basin Management sub-activity;
- Provide support in implementation of the Access to Agricultural Finance sub-activity.
- Prepare progress reports and supervise contractors, inter-agency agreements, and other Compact implementing entities to ensure that deliverables and work products are acceptable.
- Assist the ESAD to organize and manage required sessions for public consultation on environmental issues in accordance with approved guidelines and procedures.

- Review the implementing entities' or contractors' recommendations for final receipt of goods, works or services to ensure that all works are carried out in full compliance with the Environmental and Social Management Plans.
- Coordinate and participate in the field visits to the project sites, in discussions with public agencies, NGOs, stakeholders, etc.;
- Provide advice and ensure that any complaints, related to environmental and social impact issues, arising from the implementation of MCA Moldova activities are resolved in a timely manner.
- Perform other tasks and responsibilities related to resettlement as requested by the Environmental & Social Assessment Director.

3 Qualification and Experience

- Degree (preferably a master's degree) in environmental sciences, environmental management, sustainable development, natural resource management or other related field.
- Minimum of 3 years of professional experience in a relevant sector, including experience in conducting Environmental and Social Impact Assessments, elaboration of Environmental and Social Management Plans and Health and Safety Management Plans for infrastructure development projects (such as road rehabilitation, irrigation rehabilitation, water supply and sanitation projects).
- Proficient knowledge of Moldovan environmental legislation including environmental permitting procedures.
- Solid knowledge and experience applying international environmental methodologies, good understanding of international guidelines and policies, including involuntary resettlement, health and safety requirements, MCC environmental and social assessment guidelines and gender policy etc.
- Experience in conducting public consultation meetings.
- Willing to undertake regular field visits and interact with different stakeholders.
- Demonstrated oral and written communications skills in order to interface with a variety of stakeholders.
- Proven ability to work in a national as well as international context.
- Demonstrated professionalism, good judgment and flexibility to work as necessary outside normal work hours to meet the deadlines and needs of the position.
- Ability to work with multidisciplinary teams and institutions.
- Responsible and flexible attitude and capacity to manage a variety of tasks with minimal supervision.
- Fluent in written and oral communication in Romanian, Russian and English.
- Computer skills (MS Office and familiarity with project management software, such as MS Project).
- Experience in working with international financial institutions and other donor organizations will be an advantage;

The applicant also must:

- Be resident of the Republic of Moldova;
- Be of outstanding character and integrity;
- Be free of all conflicts of interest and committed to protecting the integrity of the program;

4 Instructions for Submission of Applications

To be considered, applicants must submit the following information:

- 1) **Cover letter** (maximum three pages) addressing applicant's ability to perform duties and responsibilities as stated in the position description above.
- 2) **Curriculum Vitae**, not to exceed five (5) pages, showing at a minimum, the applicant's educational background including degree(s) obtained professional experience in reverse chronological order, language proficiency, and any other relevant professional information. When describing professional experience in managing relevant large scale infrastructure projects, an applicant should list the project names and dates, total project cost, applicant's specific roles and responsibilities, and the name and contact information for applicant's supervisor (telephone and e-mail).
- 3) **Professional References:** names and contact information (telephone number(s) and email address) of three professional references in addition to anyone already listed in Item (2) above. Please clearly state the relationship of the professional reference to the applicant (e.g., supervisor, former colleague, other).
- 4) **Deadline for receipt** of the aforementioned information is **August 20, 2013 at 17:00** in Chisinau, Moldova. Complete application packages must be expedited to either:

Mail to:

Millennium Challenge Account Moldova 21, Nicolae Iorga Str. Chisinau, Republic of Moldova

E-mail to:

office@mca.gov.md

- 5) **An email application** should specify the position name for which you are applying in the subject line of the email message. The application materials should be submitted as attachments in PDF format.
- 6) **If the applications are sent by mail**, the application package must be sent in an A4 envelope that is marked with a reference. This reference can include the name of the applicant or any other single reference chosen by the applicant. Applications submitted by fax will not be accepted.
- 7) **The cover letter and curriculum vitae must be submitted in English.**
- 8) **Short-listed applicants will be contacted for interviews.** Questions and/or phone inquiries from applicants prior to formation of the short-list will not be accepted.
- 9) **MCA-Moldova reserves the right** to contact applicant's listed references and any other relevant references that may aid MCA-Moldova in evaluating the applicant's qualification and suitability for the position.