



# USAID | RWANDA

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## VACANCY ANNOUNCEMENT: 2014-002

- OPEN TO:** All interested candidates
- POSITION:** A.I.D Project Management Specialist (Trade Advisor), FSN-11
- BASIC SALARY:** From FRW 14, 230,851 to FRW 24,192,452 per year
- OPENING DATE:** January 28, 2014
- CLOSING DATE:** February 14, 2014 at 12:00 pm
- WORK HOURS:** Full-time; 40 hours/week

USAID/Rwanda is seeking an Ordinarily Resident citizen or individual with the required work permit for employment as A.I.D Project Management Specialist (Trade Advisor).

USAID/Rwanda offers an Equal Employment Opportunity (regardless of age, sex, race, handicaps, national origin, etc.).

### BASIC FUNCTION OF POSITION

The incumbent serves as technical advisor for trade and private sector development and will be a member of the Private Sector and Agribusiness Team in the Economic Growth Office (EG). The incumbent is responsible for the development of trade, regional integration, and market linkages to help spur greater economic growth for agricultural and other beneficiaries of USAID/Rwanda programming. S/he will work to increase private and public availability, access and utilization of finance and credit for those in Rwanda who have little to none. The incumbent is recognized by USAID/Rwanda and USAID/Washington as the Mission's expert in trade and in identifying partnership opportunities and developing and implementing strategies for effective outreach to private corporations and other potential alliance partners. S/he is the Mission's foremost authority on networking and promoting USAID/Rwanda to private corporations and other potential resource partners. The incumbent is also the Mission's senior advisor and manager of USAID's Development Credit Authority, the Agency's credit guarantee facility.

A copy of the complete position description listing all duties and responsibilities is available at the USAID/Rwanda Website: <http://www.usaid.gov/rwanda/partnership-opportunities>

### QUALIFICATIONS REQUIRED

NOTE: All applicants must address each selection criteria detailed below with specific and comprehensive information supporting each item.

1. Master's degree in Economics, Management Science, Business Administration, Finance, Marketing, International Development or related fields required with strong technical emphasis or specialization in the areas of business development, trade and investment, finance, and/or competitiveness.
2. At least seven (7) years of work experience in private sector development with USAID and/or other multilateral or bilateral organizations, including experience in the application of trade policy, regional integration, market linkages, and other innovative development finance mechanisms. At least five (5) years as of experience developing or managing public and/or private sector development projects. Demonstrated experience in donor coordination and chairing/leading diverse teams is required.
3. Both English and host country language(s) proficiency requirements by level (II, III) and specialization (speak/read): Minimum of level IV – fluent in English (written and oral) language. Given the nature of the position, effective written and oral communications are absolutely critical to perform successfully in this position. Incumbent must be able to communicate effectively and accurately. The incumbent must be able to draft reports, correspondence, briefings, and other written products in accurate and grammatically correct English with little or no editing required, often under tight deadlines.
4. Recent experience in programming of business development services, trade, regional integration, competitiveness, advocacy against constraints to business, public-private partnerships, and private sector growth enabling national economic governance policies (for example, licensing, registration, certification, trade compliance) is required. The incumbent must exercise a considerable degree of specialized knowledge and experience to be applied in identifying and analyzing complex issues related to programs. The incumbent is expected to have an in-depth understanding of U.S. Government foreign assistance to Rwanda and familiarity with central aspects of U.S. Government policy in Rwanda.
5. The incumbent is required to understand and appreciate the U.S. Government Mission's strategic direction, its chief accomplishments, and its challenges in order to skillfully articulate the rationale, objectives and priorities for the provision of U.S. Government foreign assistance to Rwanda.
6. The incumbent must have specific knowledge of partnership building with corporate and/or government partners. Sound knowledge of the way USAID conducts business, including budgeting and programming and procurement procedures is essential. The incumbent is required to understand the objectives, methodology, and status of USAID/Rwanda's programs and projects.
7. Understanding of major problems frequently faced by transition post-conflict emerging economies such as Rwanda, and hands-on experience is valuable.

## **SELECTION CRITERIA**

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. If the selected applicant does not fill all the position requirements, he/she may be started at training level.

**ONLY SHORT-LISTED CANDIDATES WILL BE CONTACTED.**

**TO APPLY**

Interested applicants for this position must submit the following, or the application will not be considered:

1. Application for U.S. Federal Employment (DS-174) from this link:  
<http://www.usaid.gov/rwanda/partnership-opportunities>
2. A current resume or curriculum vitae that provides the same information as an DS 174; and
3. Any other documentation (e.g., essays, certificates, awards, and copies of degrees earned) that addresses the qualification requirements of the position as listed above.

**SUBMIT APPLICATION BY E-MAIL TO**

Human Resources Office  
USAID/Rwanda  
E-mail: [Kigalihr@usaid.gov](mailto:Kigalihr@usaid.gov)

**POINT OF CONTACT**

Human Resources Office, Tel: 0252 596 400; Ext. 2605

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**Cid:** EXO