



WARCIP LIBERIA PROJECT

WEST AFRICA REGIONAL COMMUNICATIONS INFRASTRUCTURE PROGRAM



Request for Expressions of Interest

Consultant Services for Provision of Consultancy Services as Driver for the Project Implementation Unit

Consultant Services: Recruitment of a Driver

Start Date: Immediately

Duty Station: Project Office, Monrovia

1) This request for Expressions of Interest is being published in national newspapers in Liberia, and on LTA website to attract suitable candidates.

2) **Background**

A World Bank project is providing financing to support connectivity in Liberia and to take advantage of the ACE opportunity (Project). The Project is part of the West Africa Regional Communications Infrastructure Program (WARCIP). The Government of Liberia (GoL) received two Project Preparation Advances to cover the first installment of ACE membership fees and to start initial Project preparation activities, including setting up the Project Implementation Unit (PIU).

The WARCIP Liberia Project is being implemented under the aegis of the Liberia Telecommunications Authority (LTA). The PIU is responsible for the overall coordination, implementation, and supervision of the Project. The PIU is headed by a Project Coordinator who reports to the Chairperson of the LTA. The Project Coordinator will be assisted by a project team which includes a Procurement Specialist and support staff.

3) **General Organizational Setting**

Under the direct supervision of the Administrative Assistant of the PIU, and the overall guidance of the Procurement Specialist, the Driver will be directly responsible to support all WARCIP Liberia PIU office movement. He/She will also provide support in the transportation needs of the PIU.

4) **Job Description**

- The Driver will have the following duties and responsibilities:
- Maintains the WARCIP Liberia vehicle assigned.
- Performs minor maintenance tasks on assigned vehicle(s) as required.
- Performs all other duties as required by the Administrative Assistant or other senior staff of the PIU.

5) **QUALIFICATIONS & EXPERIENCE:**

- High school diploma and/or six months related experience in maintaining a vehicle.
- Must be a minimum of 21 years of age and possess and maintain a safe driving record.

6) **OTHER REQUIREMENTS:**

- ✓ Cheerful presence, good moral and people skills
- ✓ Skilled in establishing priorities and managing workload
- ✓ Ability to follow orders.

7) An Individual Consultant will be selected for the position in accordance with procedures set out in the World Bank Guidelines: Selection and Employment of Consultants by World Bank Borrowers, (May 2004 revised October 2006 and May 2010). **Interested Individual Consultants may obtain further information at the address below from Monday to Friday between 0900 hrs and 1430 hrs.**

8) **Deadline for Submission**

Expressions of Interest with a recent CV/Resume must be delivered to the address below (by hand or e-mail) on or before **November 25th 2013 at 3:00 p.m. GMT**. Only short listed candidates will be contacted.

The Project Coordinator

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