



USAID
FROM THE AMERICAN PEOPLE

USAID | TIMOR-LESTE

The USAID/Timor-Leste is seeking an individual for the position of Project Management Specialist. The Project Management Specialist position is located in the Economic Growth Office(EG), USAID/Timor-Leste, Dili and will be responsible for developing & maintaining relationships high-level Timor-Leste government officials, donor representatives including the New Zealand AID Programme, AUSAID, the UN, World Bank, Asian Development Bank, as well as local and international NGO's.

Position Project Management Specialist (Agriculture), FSN-11

BASIC FUNCTION OF POSITION:

As the Mission's local subject matter expert on issues related to agricultural development in Timor-Leste, the Project Management Specialist (Agriculture) helps to shape the direction of current and future activities intended to facilitate Economic Growth in Timor-Leste. Under the direction and supervision of the Economic Growth Office chief, the incumbent will be responsible for all issues and programs pertaining to agricultural development in Timor-Leste. The Economic Growth portfolio includes approximately US \$8 million in annual funding for activities such as support for agriculture value chains for both domestic consumption and export, improving the business enabling environment, supporting efforts to strengthen the private sector, assisting communities in identifying and protecting their natural resources, and providing scholarships for higher education. The Project Management Specialist (Agriculture) will be responsible for facilitating, coordinating and integrating USAID economic development activities in Timor-Leste. The specialist will provide oversight and mentoring for USAID implementing partner programs. Currently, USAID's primary Agricultural Value Chain project is the Consolidation of Cooperative Agribusiness Recovery (COCAR) project. The incumbent may also be responsible for overseeing the Mission's education activities.

The Project Management Specialist (Agriculture) will also play a key role in the design and procurement of all activities within the Mission's Economic Growth portfolio. Additionally, the Project Management Specialist (Agriculture) will provide assistance with all other aspects of the Mission's Economic Growth portfolio as needed, working in areas including Private Enterprise, Education, Global Climate change, and Water and Sanitation. The incumbent is expected to be a team-player, and will occasionally assist other USAID offices and/or US Embassy colleagues as needed.

Qualifications:

- (1) University degree in economics, business, agriculture, law, natural resource management or related field. A Master's degree is preferred but not required.
- (2) At least 5-7 years of progressively responsible, job-related, professional-level experience in business, agriculture, economics, natural resource management or related fields. Experience working with countries & various donor agencies is desirable.
- (3) Level IV English (written & spoken fluency) and Tetum are required. Proficiency in Portuguese and Bahasa Indonesia are desirable.

WHO MAY APPLY: Anyone with the required permits and documentation to legally seek employment in Timor-Leste.

HOW TO APPLY: Complete the Embassy's Universal Application for Employment (DS-174). The full position description and copies of DS-174 are available at the U.S. Embassy Rua Praia dos Coqueiros, Dili, Timor-Leste. Applicants may also attach a resume or CV. A letter of application and completed application form should be submitted by close of business **February 28, 2013.**

SUBMIT APPLICATION TO:

Human Resources Office
Attention: Recruitment
American Embassy, Rua Praia dos Coqueiros, Dili, Timor-Leste
E-mail: DiliHR2@state.gov
Fax: +670-3313206

DO NOT ATTACH PHOTO only short listed candidates will be contacted. No phone inquiries please.