



EMPLOYMENT OPPORTUNITY

JOB TITLE: Advisor to PO-RALG on Revenue, Transparency and Digitalization

As an international cooperation enterprise for sustainable development with worldwide operations, the federally owned Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH supports the German Government in achieving its development-policy objectives.

GIZ is looking to fill the position of an Advisor on Revenue, Transparency and Digitalization to President's Office – Regional Administration and Local Government (PO-RALG) in the Good Financial Governance (GFG) Programme. The GFG Programme, co-financed by Germany, Switzerland, and the European Union and implemented by GIZ, aims to strengthen Tanzania's public finance system in accordance with the principles transparency, efficiency, and accountability. The advisor will be placed in PO-RALG's Information and Communication Technology (ICT) department.

Duty station: Dodoma

Fixed term contract until July 2023, with a possibility of further extension until January 2024

Responsibilities

The Advisor is responsible for:

- Functioning as GFG's liaison at PO-RALG, working closely with PO-RALG's Director for ICT

- Supporting GFG's senior adviser in Dodoma, coordinating overarching programme matters and implementation of activities with PO-RALG and other institutions in Dodoma, such as Ministry of Finance and Planning
- Ensuring PO-RALG support for the implementation of jointly planned activities specifically on Revenue, Transparency and Digitalisation
- Liaising and coordinating implementation with GFG advisors from all teams, ensure realization of synergies, especially between activities promoting revenue mobilization and transparency

Tasks

Advising the partner institutions The advisor

- Provides professional expertise to further institutional development at PO-RALG, including on matters of digitalization
- Safeguards the flow of relevant information between GIZ GFG on one hand and PO-RALG and other partners in Dodoma, actively promotes the adoption and scaling up of GFG innovation and lessons in the partner system
- Guides and monitors the development and implementation of jointly planned activities, such as related to the Women, Youth and People with Disability Fund and District Business Councils, in close consultation with PO-RALG
- Drafts ToRs for consultants and steers them to implement activities
- Conceptualizes, prepares, and implements policy dialogues with diverse stakeholders(e.g. government, civil society, private sector and academia) on Public Financial Management issues, as well as thematic workshops, seminars, and trainings
- Assists with any other tasks given to him or her by programme management

Networking and cooperation

The advisor

- Supports cooperation, regular contact and dialogue with partners, assists with PR work and cooperates with stakeholders to improve and maintain good working relationships
- Represents GFG in cooperation with other development programmes such as the Public Financial Management Reform Programme (PFMRP), ensures alignment and that synergies are realized

Knowledge management

The advisor

- Develops strategies and technical concepts when needed, draws up presentation documents
- Prepares appropriate input for various programme reports including annual reports, and contributes to other reports as required
- Assists with research activities and studies
- Facilitates innovation, knowledge management and capacity building in relation to promoting data use, transparency and social accountability, at GFG as well as partner institutions
- Ensures that all relevant documents are recorded appropriately in internal files and knowledge management systems

Required qualifications, competences, and experience:

- A university degree in a relevant discipline such as Computer Science/Engineering, Information Technology, Information Systems, Business Process Improvement, ICT project management, public administration, law, economics, finance, Data Science or business administration
- Six(6) years of relevant experience in local/regional administration
- Substantial experience working with civil society as well as government
- Cooperation experience with PO-RALG is an asset, as well as experience with microfinance, public private dialogues and empowerment of marginalized groups
- In-depth knowledge of Tanzania's institutional environment, cultural norms, administrative structures and procedures
- Substantial experience in public financial management reform
- High level of digital literacy
- Very good drafting skills
- Experience and knowledge in creating, maintaining, and interpreting policies, standards and procedures, and understanding their impact across organizations
- Excellent skills in verbal and written communications / fluent English and Swahili

How to Apply:

Please ensure that you mention www.mabumbe.com as the source of this job advertisement.

Interested candidates should send their letter of application together with the CV and copies of academic certificates by email to hr.giz-tanzania@giz.de.

Please use the subject line **“Advisor on Revenue, Transparency and Digitalization”**. Closing date for submission: 02.01.2023 Only shortlisted candidates will be contacted.

GIZ Tanzania is an equal opportunities employer and encourages applications from all qualified and eligible candidates regardless of their gender, origin, religion/belief, disability, or any other minority group.