**IT Expert (Category 2)**

1. **Objective(s) and Linkages to Reforms**

The Reform Support Team (RST) at the Ministry of Environmental Protection and Natural Resources of Ukraine (MEPNR) is a group of Ukrainian professionals (non-civil servants) funded on a temporary basis by donors that provides consulting services, targeted technical support and assists the Ministry in the design and implementation of priority reforms. The RST assists in filling the capacity gaps in the design and implementation of priority reform strategies and programmes, while strengthening links and partnerships between the Ministry’s priorities and relevant donor support.

The key priorities of the Ministry, in line with the Government Priority Action Plan, are:

• Reform of the Environmental Control and Assessment;

• Industrial Pollution Reduction and Air Quality Monitoring Reform;

• Waste Management Reform;

• Water Resources Protection;

• Climate Policy implementation;

• Subsoil Reform;

• Public Administration Reform;

• Reform of Forestry and Biodiversity Conservation

The abovementioned priorities are linked to international obligations of Ukraine. An IT Expert is vitally needed for advancing the Ministry's IT infrastructure and digitalisation initiatives. A highly qualified specialist is needed to support digitalisation of the environmental sector and effective implementation of environmental reforms.

1. **Position and Reporting Line**

The IT Expert will work in close cooperation with the RST and MEPNR officials. The IT Expert will focus on the improvement of service delivery, system functioning and digitalisation process.

The IT Expert will be subordinated to the Director of the RST.

1. **Duration and Proposed Timeframe**

The initial consultancy assignment is expected to start in December 2023 and has an estimated duration of 10 months. The assignment may be extended, subject to the availability of funding, consultant’s performance, and the specific needs of the RST.

1. **Main Duties and Responsibilities**
* Supporting the Ministry in designing and implementing new IT tools for the digitisation and optimisation of processes in priority areas (preparation of technical requirements and/or concept notes for software creation), and maintenance of current IT systems and tools. This will include, but will not be limited to, analytical and expert support, error detection and solution formulation for the improvement and optimisation of systems such as:
	+ Unified Environmental Platform "EcoSystema" – a national automated environmental information and analytical system for providing access to environmental information and its network, which ensures the creation, collection, receipt, storage, use, dissemination, protection and security of information, as well as electronic interaction between individuals and legal entities, individual entrepreneurs, according to the Resolution of the CMU dated 11.10.2021 No. 1065 "On the Unified Ecological Platform "EcoSystema";
	+ EcoZagroza – a functional module of the Unified Environmental Platform "EcoSystema", consisting of the Ecozagroza website and mobile application, electronic accounts, database, geographic information portal, analytical platform and submission system for electronic appeals regarding detected environmental damage caused by emergency events, according to the Resolution of the CMU dated 11.10.2021 No. 1065 "On the Unified Ecological Platform "EcoSystema".
* Expert support to the digitalisation of additional administrative services provided by the Ministry for their provision through the Unified Environmental Platform "EcoSystema", EcoZagroza in line with the requirements of the Law on Administrative Procedure as relevant, including but not limited to:
	+ preparation of technical requirements for digitalisation of administrative services;
	+ consultations with relevant stakeholders on process optimisation;
	+ provision of expert advice to the Ministry on IT system development and maintenance;
	+ stakeholder engagement within and outside the Ministry to identify digitalisation opportunities.
1. **Qualifications, Skills and Experience**
	1. ***Qualifications and skills***:
* **Education** - At least a bachelor’s degree in Computer Science, Ecology, Cartography or other relevant field. Master’s degree preferred.
* **Technical Skills**
* **Industries/Domains –** Ecology,Digitalization
* **Methodologies -** Front-end web development
* **Operating Systems -** Windows, Linux
* **Technologies -** C, C++, Java, SAP, HTML, XML

* **Management Skills**
	+ Experience in project planning and leadership
	+ Strong project management skills
	+ Strong resource and budget planning skills
	+ Strong stakeholder management skills
	+ Strong analytical and presentation skills, organisational and resource management skills
	+ Strong teamwork skills and attention to detail
	+ Impeccable ethical standards, great interpersonal and intercultural skills, ability to work under pressure with tight deadlines
* **Languages** - Fluency in Ukrainian and English.
	1. ***Professional experience:***
* Minimum 5 years of general professional experience.
* Minimum 3 years of experience in the IT field.
	1. ***Other experience:***
* Experience in management of IT and GIS projects in the area of environment or natural resources.
* Experience in delivery of IT and cartographic consultancy, e.g. development of geoportals.
* Experience with reform implementation in Ukraine is an asset.
* Experience of work in the cybersecurity field is a plus.
1. **Funding Source**

The funding source of this assignment is the EBRD Ukraine Stabilisation and Sustainable Growth Multi-Donor Account (MDA). Contributors to the MDA are Austria, Denmark, Finland, France, Germany, Italy, Japan, the Netherlands, Norway, Poland, Sweden, Switzerland, the United Kingdom, the United States and the European Union.

Please note that selection and contracting will be subject to the availability of funding.

1. **Submissions**

Submissions must be prepared in English only and be delivered electronically by 05 December 2023 23.59 (Kyiv time) to rst.mepr@gmail.com. All submissions must include a completed Application Form, NDA Form, the candidate’s Curriculum Vitae and Reference Letter from a recent supervisor (original in English, or Ukrainian with English translation) together with the contact details for two further referees who, if contacted, can attest to the professional and/or educational background of the candidate.

Only applications which have been submitted using the correct template and are fully completed will be considered.

1. **Selection Procedure**

Following the evaluation of all applications received, selected candidates may be invited to the tests. Only shortlisted candidates will be invited to the interview.