



Government of Tonga.

MINISTRY OF FINANCE

**REQUEST FOR EXPRESSIONS OF INTEREST-
Recruitment of Monitoring and Evaluation Officer**

Project Name: Skills and Employment for Tongans Project (P161541)

Grant No.: IDA D3660-TO/TF A7984

Assignment Title: Monitoring and Evaluation Officer Consultant

Reference No.: TO-MFNP-383009-CS-INDV

The Kingdom of Tonga has received financing from the World Bank toward the cost of the Skills and Employment for Tongans (SET) Project, and intends to apply part of the proceeds for consulting services. The Ministry of Finance has established the Central Services Unit (CSU), as a monitoring unit to provide support to the preparation and implementation of all World Bank Projects. The CSU is staffed with the specialists in different fields (Procurement, Safeguards, Monitoring and Evaluation (M&E), Financial Management (FM), Communication, Engineering and Contract Management.

The consulting services (“the Services”) include the recruitment of the **Monitoring and Evaluation Officer** among others. The MEL Officer (MELO) is required to work closely with the MEL Specialist, and others in the Unit, as they build their skills through on-the-job learning as they increasingly assist the workstream to deliver its outputs. This will include assisting PMUs in delivering timely and effective monitoring, evaluation, and reporting of activities under their respective projects including the results framework and key performance indicators (KPIs) in such a manner that the overall delivery of the PMU’s outputs is enhanced. The Officer will also assist with the compiling of data and reports summarizing progress across the World Bank funded portfolio as part of building a wide set of skills that will help the Officer to become suitable to apply and compete effectively for MEL Officer positions in a future project.

It is anticipated that the selected candidate will commence in September 2023 on a full-time basis until 30th September 2024.

The detailed Terms of Reference (TOR) for the assignment can be found on the following link.

[Monitoring & Evaluation Officer Terms of Reference](#)

Further information can be obtained during working hours from:

Central Services Unit

Ministry of Finance

Nuku’alofa, TONGA

Name of contact person: Mosese Fatukala

Telephone: +6767706770

E-mail: mfatukala@finance.gov.to

The Ministry of Finance (MOF) as the implementing agency now invites eligible candidates to direct their interest in providing the Services. Interested candidates should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services (attach updated curriculum vitae-CV with description of experience in similar assignments, similar conditions, list of 3 referees with contact details. etc.).

The criteria for selecting the Consultant are:

Qualifications:

- At least a Bachelors' degree in Communication, Economics, Social Science, Public Policy, Public Administration, Business or similar discipline from a recognized university or academic institution

Experience:

- Any work experience (paid or voluntary) is desirable but not necessary

Skills & Aptitude:

- high proficiency in English (written and spoken), high proficiency in Tonga is highly desirable
- able to communicate with a range of people in a clear and effective manner
- computer literate; able to use MS Office, desirable
- enquiring mind ready and able to learn and develop their skills in data management and usage, analysis and logical thinking

The Officer expressing interest in this position is expected to have legal rights to work in Tonga at the time of application.

Scoring:

Candidates that meet the above minimum requirements will be scored in accordance with the following criteria.

Criterion	Maximum Points
General Qualifications (general education, training, and experience)	30
Adequacy for the assignment (relevant education, training, experience in the sector/similar assignments)	40
Competencies (possess key skills and knowledge in Monitoring & Evaluation, communications, teamwork, and so forth)	40

The attention of interested candidates is drawn to paragraph 3.14, 3.16 and 3.17 of the World Bank's Procurement Regulations for IPF Borrowers dated July 2016, revised November 2017 and August 2018 ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

Civil Servants are not eligible to apply under these Regulations, unless the Civil Servant includes a letter from the Public Service Commission with an effective date of their resignation, in their submitted application.

The candidate will be selected in accordance with Paragraph 7.36 to 7.37 of the Procurement Regulations through the Selection of Individual Consultants method as described in the following link: <http://pubdocs.worldbank.org/en/178331533065871195/Procurement-Regulations.pdf>

Expressions of interest (EOIs) must be delivered in a written form to the address below in person, or mail or e-mail to slolo@finance.gov.to and mfatukala@finance.gov.to copy to sfaletau@finance.gov.to , by **Friday, 20th October 2023 at 4:30pm** Tongan Time and should be clearly marked “Expression of Interest for the CSU Monitoring and Evaluation Consultant” Contract No. “TO-MFNP-383009-CS-INDV”

Attention: Chief Executive Officer

Mrs. Kilisitina Moala Tuaime'i'api
Chief Executive Officer
Ministry of Finance
Nuku'alofa
Tonga