

KINGDOM OF CAMBODIA
Ministry of Economy and Finance
Public Financial Management Modernization Project
Grant No. TF015434
REQUEST FOR EXPRESSION OF INTEREST
Change Management Staff (five positions)
(Local Consultants)

1. This Request for Expression of Interest follows the General Procurement Notice for the Public Financial Management Modernization Project that appeared in *United Nations Development Business*, issue 690 dated 16 November 2006.
2. The Royal Government of Cambodia (RGC) through the Ministry of Economy and Finance (MEF) has received a Trust Fund Grant No. TF015434 from multi-donor towards the costs of the Public Financial Management Modernization (PFMMP).
3. The Ministry of Economy and Finance, General Secretariat, Steering Committee of the Public Financial Management Reform, as the implementing agency for PFMMP intends to use part of the proceeds of the grants for the services of:
 - i. **Change Management Senior Staff Communication (1 position)**
 - ii. **Change Management Staff for Communication (1 position)**
 - iii. **Change Management Senior Staff for Impact (1 Position)**
 - iv. **Change Management Staff for Impact (1 position)**
 - v. **Change Management Senior Staff for Capacity Building & Development (1 position)**
4. The successful Local Individual Consultants shall have the following qualifications and experiences:

Change Management Senior Staff Communication

- Must hold a university degree (a master degree level is preferable) in business communication (1st), human resource management/psychology (2nd), business/public administration (3rd), business marketing (4th) from a reputable university.
- Have international professional certification in communication is preferable
- At least 3 years of working experience in private companies, multi-national companies or in public sectors, mainly in communication area.
- Prior experience in stakeholder management engagement is an advantage.

Change Management Staff for Communication

- Must hold a bachelor degree in business communication (1st), Business Marketing (2nd), human resource management/psychology (3rd), and business/public administration (4rd) from a reputable university.
- Have international professional certification in communication is preferable.
- At least 1 year of working experience in private companies, multi-national companies or in public sectors, mainly in communication area.
- Prior experience in stakeholder management engagement is an advantage

Change Management Senior Staff for Impact

- Must hold a university degree (a master degree level is preferable) in human resources management (1st), business administration/operation management (2nd), and ICT (3rd) from a reputable university.

- Have international professional certification in operation management/business process improvement, or HR management or Organizational Development is preferable.
- At least 3 years of working experience in private companies, multi-national companies or in public sectors, mainly in operation management, human resources management or organizational development area.
- Prior experience in business process improvement, or human resources reform or organizational reform engagement is an advantage.

Change Management Staff for Impact

- Must hold a bachelor degree in human resources management (1st), business administration/operation management (2nd), and ICT (3rd) from a reputable university.
- Have international professional certification in operation management/business process improvement, or HR management or Organizational Development is preferable.
- At least 1 year of working experience in private companies, multi-national companies or in public sectors, mainly in operation management, human resources management or organizational development area.
- Prior experience in business process improvement, or human resources reform or organizational reform engagement is an advantage.

Change Management Senior Staff for Capacity Building & Development

- Must hold a university degree (master degree level is preferable) in human resources management/psychology (1st), business administration (2nd), and ICT (3rd) from a reputable university
- Have international professional certification in training is preferable
- At least 3 years of working experience in private companies, multi-national companies or in public sectors, mainly in human resources management or capacity building
- Prior experience in human resources or organizational reform engagement is an advantage

The above five positions must have:

- Microsoft Project experience is an advantage.
 - Quick book, Peachtree, and other accounting software is an advantage.
 - Have good analytical thinking and problem solving skill.
 - Have good communication and negotiation skill.
 - Have good translation and interpretation skill (English and Khmer) is the priority
 - High Khmer and English proficiency.
 - Have a good team work.
 - Have a good multitasking capability.
 - Able to work under pressure and meet deadlines.
5. The GSC of the MEF invites expressions of interest from qualified and experienced local individual consultants to undertake the above-mentioned services. The consultant shall be selected in accordance with the procedures set out in Section V, Selection of Individual Consultants under the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers, published in May 2004.

6. Interested local individual consultants in submitting their expressions of interest must provide copy of their updated curriculum vitae, indicating personal and technical skills, academic qualifications, experience in similar assignments, and names of at least three (3) referees with contact information (e-mail address, telephone or fax numbers).
7. Consultants may obtain copies of the detailed **Terms of Reference (in English)** for the assignment from the address below during the office hours from 08:00 to 11:30 hours and 14:00 to 17:00 hours or through the **website www.pfm.gov.kh** or below **e-mail**.
8. Expressions of interest must be submitted to the address below **on or before 15 March 2016, before 17:00 hours**. Only short-listed consultants will be notified.

GENERAL SECRETARIAT, STEERING COMMITTEE OF PUBLIC FINANCIAL MANAGEMENT REFORM

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