

Request for Expression of Interest: Short Term Consultant (30 days)

The Global Environment Facility (GEF) provides support to address global environmental concerns related to biodiversity, climate change, international waters, land degradation, chemicals and waste, the ozone layer, and persistent organic pollutants. Since its inception in 1991, the GEF has provided developing countries and countries with economies in transition USD 23 billion in grants and mobilized more than USD 129 billion in co-financing. These grants are implemented through a network of 18 accredited agencies (GEF Agencies). The GEF receives its funds through a four-year replenishment cycle.

The GEF Independent Evaluation Office (GEF IEO) has a central role in ensuring the independent evaluation function within the GEF. The GEF IEO is based in Washington D.C. It is administered by the World Bank but is independent of its management as well as the management of the GEF. Its director reports directly to the GEF Council, the GEF governing body. All contracts with the IEO are World Bank contracts. More information about the GEF IEO can be found at the Office's website: www.gefieo.org.

Responsibilities and Accountabilities

As Portfolio Analyst, you will contribute in the following way:

- Review project documents.
- Analyze data and information gathered through document reviews.
- Discern what worked and why, and distill lessons learned.
- Conduct statistical portfolio analysis.
- Complete other portfolio analysis tasks as requested.

The IEO will provide quality assurance, methodological support and technical inputs.

Qualifications

The position is a junior level position. Candidates must have the following qualifications:

- Master's degree in statistics, economics, finance, business administration, environment, public policy or other related fields applicable to the duties & responsibilities of the position.
- Minimum of three years of relevant experience with hands-on experience in using databases; ideally to assist portfolio and evaluation related works.
- Strong conceptual and research/analytical skills with attention to details and contextual backgrounds.

- Proven track record in working simultaneously and effectively on a variety of tasks, independently adjusting to priorities and achieving results within agreed objectives and deadlines.
- Proficiency in the use of Excel, PowerPoint and statistical software.
- Excellent interpersonal and organizational skills.
- A keen interest in environmental evaluation works & proven ability to work in a multi-cultural environment.
- Demonstrated skill at taking initiative with proven ability to work across boundaries.
- Effective verbal and written English communication skills.

Contract duration

The tasks need to be accomplished during the period of April 2024 to June 2024. The selected Consultant will work for 30 workdays.

Instructions

The interested candidates should submit their CV along with a cover letter at gefevaluation@thegef.org with a “STC Chemicals and Waste Study” as the subject line. The last date of submission is March 31, 2023, cob. The CV should provide information on academic training, professional skills, writing skills, and relevant work experience.