

PROJECT IMPLEMENTATION ANALYST

Technical Assistance package for the Sustainable Energy Support Programme in Tajikistan

Terms of Reference for Short Term Expert	
Expert position	Project Implementation Analyst Expert
Expert Category	Junior Non-Key Expert
Mission start-end date	01.03.2024 – 13.11.2027
Minimum requirements	<p>Skills and qualifications:</p> <ul style="list-style-type: none"> ▪ A University degree in Energy Engineering, Environmental Science, or a related field is preferred. ▪ Minimum of 6 years of professional experience in engineering, science or related field ▪ Minimum 3 years of experience in analytical work, preferably in energy and water sectors. ▪ Strong analytical skills, with the ability to analyse energy consumption data and make data-driven recommendations. ▪ Excellent communication and interpersonal skills, with the ability to work collaboratively with clients and stakeholders. ▪ Working proficiency in oral and written English and excellent command of ▪ Proficiency in Microsoft Office applications for data analysis and reporting. ▪ A proactive and results-oriented attitude, with a commitment to promoting energy sector reforms in Tajikistan.
Duration/working days	Up to 205 working days
Task(s) assigned	<p>Project Data Collection: Gather comprehensive data on past and ongoing projects, initiatives, and activities within the MoEWR's energy sector portfolio.</p> <p>Data Analysis: Conduct in-depth analysis of project documentation, reports, budgets, timelines, and outcomes to assess project performance and identify areas for improvement.</p> <p>Performance Evaluation: Evaluate the effectiveness of project implementation, including adherence to project objectives, timelines, and budget constraints.</p> <p>Identify Best Practices: Identify and document best practices, success stories, and lessons learned from past and current projects to inform future initiatives.</p> <p>Challenges and Recommendations: Identify challenges and bottlenecks in project implementation and propose recommendations for addressing them.</p> <p>Reporting: Prepare clear and concise reports summarizing project data, analysis, findings, and recommendations.</p> <p>Capacity Building: Provide training and capacity-building support to MoEWR staff involved in project management and implementation.</p> <p>Documentation Management: Maintain a well-organized and accessible repository of project-related documents, reports, and analysis.</p>
Output(s)	Inception, mission and progress reporting, etc. as requested