REQUEST FOR EXPRESSIONS OF INTEREST

CONSULTING SERVICES – INDIVIDUAL CONSULTANTS

**Republic of Serbia**

**Serbia Agriculture Competitive Project (SCAP)**

**Project ID No.: P167634**

**Assignment Title:**

**Business Reporting Analyst - full-time Consultancy**

**Reference No.: SER-SCAP-IC-CS-24-101**

The Republic of Serbia has received financing from the World Bank toward the cost of the Serbia Agriculture Competitive Project (SCAP) and intends to apply part of the proceeds for consulting services.

Specific functions and responsibilities of the Business Reporting Analyst will be as follows:

* Data Analysis and Reporting
* Data Analysis for Decision-Making
* Application of Analytical Tools
* Systems and Tools Development
* Report development
* Drafting and Implementing Rulebook on Management of ICT Projects
* Drafting and Implementing Rulebook on Project Deliverables
* Defining and Implementing Standards for Development of Software Solutions
* Drafting and Implementing Policies and Procedures for Change Management
* Drafting and Implementing Policies and Procedures for System Backup
* Drafting and Implementing Security Policies for Information System Security
* Document development
* Management of existing reports
* Data Systematization and Preparation
* Data Set Definition
* Professional Data Handling
* Additional Duties

**Engagement**

The Business Reporting Analyst shall be engaged full-time and deliver all the needed support until December 31, 2025.

**Qualifications**

* University degree (Bachelor or equivalent) in computer science, engineering, organizational sciences, technical sciences, or information technology.
* Minimum 5 years of relevant professional experience in ICT (more than 5 years will be considered an advantage).
* Track record in Transact SQL procedural programming for data manipulation and database operations.
* Track record in MS SQL database management, including administration, optimization, and maintenance.
* Proficiency in MS Office Excel, Access and MS Word.
* Track record on working with IT infrastructure components and software development tools.
* Knowledge of R or Python programming language will be considered an advantage.
* Knowledge of Microsoft Power BI, Tableau, or IBM Cognos will be considered an advantage.
* Working knowledge of English language;

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| Qualifications and General experience  | 40 points |
| Specific Experience relevant to the Assignment  | 60 points |
| **TOTAL:** | **100 POINTS** |

The detailed Terms of Reference for the above referenced assignment is posted on the website of the Ministry of Agriculture, Forestry and Water Management (MAFWM): <http://www.minpolj.gov.rs/category/javni-pozivi/>.

The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the ***World Bank’s Procurement Regulations for IPF Borrowers – Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services (July 2016, revised November 2017 and August 2018)*** (“the Regulations”) setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the *Open Competitive Selection of Individual Consultants* as set out in the Regulations.

Further information can be obtained at the address below during office hours 09:00 to 15:00 hours.

Expressions of interest **in English language** must be delivered in a written form to the email below, by **December 31, 2024, 12:00 hours, noon**, local time. Interested consultants must provide **Cover Letter** and **CV** representing description of similar assignments, experience in similar conditions and availability of appropriate skills (**scanned diplomas to be sent with CV**).

When submitting Expressions of interest please indicate assignment and reference number for which you are applying.

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| **Contact:** | **E–mail:** | **Address:** |
| To: | ljiljana.krejovic@mfin.gov.rsMs. Ljiljana KrejovićProcurement Specialist | Ministry of FinanceCentral Fiduciary Unit53 Balkanska St11000 Belgrade, SerbiaTel: +381 11 765-25-65     |
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