

## VACANCY ANNOUNCEMENT

<b>Reference #</b>	<b>025/04/2024/Jr.PSAdvisor/GPQI/New Delhi</b>
<b>Project</b>	<b>Global Project Quality Infrastructure</b>
<b>Position</b>	<b>Junior Private Sector Advisor</b>
<b>Band</b>	<b>3</b>
<b>Location</b>	<b>New Delhi</b>

To apply click on the link: <https://www.giz-jobs.com/india/>

**Documents to be submitted:**

- CV and a statement of suitability for this position
  - A maximum of 2 pages note on one of the topics given below:
    - What is quality infrastructure and how is it relevant for international trade? Please supplement this with a sectoral example from Indo-German trade.
- Or
- How can emerging technologies support digital and green transition? Please also elaborate on how quality infrastructure can support development of emerging technologies.

**Last Date of Application: 19<sup>th</sup> May 2024**

### **A. About GIZ India**

For details, click on: <https://www.giz.de/en/worldwide/368.html>

### **B. Project Background**

Sustainable economic development is based on international dialogue between politics, business and science. In the Global Project Quality Infrastructure (GPQI), the German Federal Ministry for Economic Affairs and Climate Action (BMWK) engages in technical policy dialogues with important trading partners worldwide. With Brazil, China, India, Indonesia and Mexico, the project is implemented with the support of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

The Indo-German Working Group on Quality Infrastructure (QI) was established between the the BMWK and the Indian Ministry of Consumer Affairs, Food and Public Distribution (MoCAF&PD) in 2013. It aims to reduce technical barriers to trade, enhance product safety and strengthen consumer protection. All relevant stakeholders from both sides, including line ministries, QI-bodies, associations, industry as well as scientific and technical institutions, are involved in the political and technical dialogue on standards and technical regulations, conformity assessment and accreditation, market surveillance and product safety.

BMWK has commissioned GIZ with GPQI to support the implementation of activities agreed upon between the partner countries including India.

### **C. Responsibilities**

- Providing policy and technical advice for BMWK and other stakeholders to meet the project objectives.
- Preparation of high-level political meetings, and
- Coordinating the implementation of project activities (such as technical exchanges, delegation visits, workshops, and studies) related to the Work Plan and expert contributions to the project activities.

## **D. Core Scope of Tasks**

### **1. Support and coordination**

- Design and implement activities such as high-level political meetings, delegation visits, workshops, and presentations with the support of partners, experts and stakeholders.
- Ensure and expand cooperation, regular contact and dialogue with relevant stakeholders.
- Cooperate with the other country components of the GPQI and other projects in GIZ India.
- Provide support in project management including financial planning, project progress, reporting, and evaluation.
- Document project activities, outcomes, and best practices to ensure knowledge transfer.

### **2. Technical**

- Monitor political, economic, and technical developments in the area of quality infrastructure and related policies.
- Support in preparing briefing documents including draft speeches, background, current developments and status of activity implementation.
- Prepare articles for GPQI website, LinkedIn posts etc. and further develop project related public relations work in close cooperation with the PR focal point of the project.
- Develop technical concept notes and reports for the project activities.
- Formulates terms of reference and supervise third parties in the course of carrying out project activities such as drafting and designing of studies and guidelines.

### **Other duties/additional tasks**

- Actively participate in conferences and workshops organised by the project.
- Perform ad hoc duties and tasks at the request of BMWK and management.

## **E. Required Qualifications, Experience and Competencies**

- University degree in economics, international relations, management or a comparable field.
- Broad knowledge of the quality infrastructure landscape in India and areas of bilateral trade
- 0-3 years of professional experience in a comparable position (e.g., in government or international organizations, technical-scientific organizations or private sector)
- Broad knowledge of current issues and discussions regarding trade, quality infrastructure, and emerging technologies
- Experience in managing complex multi-stakeholder projects and networks in an international context, incl. private sector
- Project management skills and designing and facilitating internal and external workshops
- Excellent analytical, writing and communication skills
- Very good working knowledge of ICT (related software, email, internet) and computer applications (e.g., MS Office).
- Excellent proficiency in both written and oral English.

**F. Location:** New Delhi

**G. Duration of the contract:** Until 31<sup>st</sup> December 2024

### **Application without GIZ application form will not be considered**

- Only shortlisted candidates will be contacted.
- GIZ supports Work-Life Balance.
- GIZ promotes Gender Diversity – Applications from women professionals are encouraged.
- Please note that those individuals who have completed a consultancy assignment with GIZ in less than 6 months prior to the intended start date for this position will not be shortlisted due to organisational policy.

*Disclaimer: As per GIZ's data confidentiality policy, candidate's application is stored in our database for six months and is deleted thereafter.*