



Vacancy Announcement # 171/2023

Private Sector Advisor - Job Partnership Promotion of small and medium-sized enterprises in Ethiopia

Contract Duration: 30/11/2025

Application deadline: 19/10/2023

Duty station: Addis Ababa

Background

The Special Initiative “Decent Work for a Just Transition” is a program that has been commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ) in December 2022 until November 2025 (three years) and it is the second project phase under the special initiatives of the German Development Cooperation.

In Ethiopia, the Special Initiative improves conditions for European and African investors, promotes the development of small and medium enterprises, and improves business ecosystems in selected economic clusters, thereby promoting sustainable investments, which will ultimately contribute to more local jobs.

Responsibilities and Tasks

The Organizational Development and Management Advisor is responsible for:

- Identify and assist partner organizations in formulating project ideas
- Advise partner organizations about GIZ instruments
- Support partner organizations to develop implementation plans and follow their implementation thereof
- Regularly follow overall project implementation as per agreements between GIZ and partners
- Liaison between partner organizations and GIZ internal structures
- Assist partner organizations in developing proper documentation structure and efficient utilization of project resources
- Support project monitoring and update information on project progress, and spending, and report regularly on the status of results
- Any other tasks as and when advised by the head of the Programme or duly assigned deputy.



Required qualifications, competencies, and experience

Formal Education

First-level university degree in management, economics, social science, or related field.

Professional Experience

- Minimum of five (5) years of professional experience in supporting project implementation and organizational development
- Experience in project planning, financial planning, and supporting internal processes
- Experience in tracking results, and reporting
- Strong experience in working with organizations supported by GIZ

Further Knowledge

- Good knowledge of GIZ instruments and internal processes
- Good knowledge of programme implementation techniques, procedures, and practices
- Demonstrated ability to liaise and negotiate with GIZ partners
- Experience with project management support
- Good working knowledge of ITC technologies (related software, phone, email, the internet) and computer applications (e.g., MS Office, Access, or other database programmes)
- Willingness to upskill as required by the tasks to be performed – corresponding measures are agreed with management
- Excellent written and spoken command of English.



Application procedure:

Interested and qualified candidates shall submit their motivation letter along with their non-returnable recent CV via Email: hreth@giz.de

Note:

Please make sure you mention the Vacancy Number '**Private Sector Advisor #171/2023**' in the subject line of your email application.

Due to the large number of applications, we categorize applications with vacancy numbers.

Applications without vacancy numbers in subject lines might not be categorized in the appropriate folder and could be disqualified.

Only short-listed candidates will be contacted

We encourage persons with disabilities to apply for the position. In the case of equal qualification, persons with disabilities will be given preference.

Applications from qualified women are encouraged.

Please refer to our [brochure](#) to learn more about GIZ's attractive benefits package

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