

POSITION DESCRIPTION

National Fisheries Authority

MK2560 - Monitoring & Evaluation Officer

Reporting to the Executive Manager Policy & Project Management and in close consultation with the Coordinator for Policy & Planning, the Monitoring & Evaluation Officer will be responsible for assisting in the day to day administration of NFA's Policy & Projects Management Unit.

He/She will also be responsible for ensuring timely and effective monitoring and evaluation of all NFA funded projects including public investment programmes and donor funded projects that are managed by NFA. He/She must work in close consultation with the Policy & Project Coordinator and be able to relate to other officers/managers in the organization and relevant agencies that NFA does business with.

Essential Competencies

- A minimum of first degree in Public Policy, Natural Resource Economics or Public Administration with at least 5 years experience in similar duties.
- A good understanding of project and programme monitoring, evaluation and implementation systems and processes.
- An understanding of both government and donor procedures and guidelines in project management, administration and financing.
- An understanding of national fisheries issues, fisheries law and regulatory process.
- An understanding of domestic issues affecting fisheries sector development, project planning, appraisal, monitoring and evaluation.
- Demonstrated ability to assimilate and analyze social, economic and scientific information in the formulation, evaluation and monitoring projects.
- Computer literate with well developed oral and written communication skills.

Applications close on 21 September 2009

To apply for this position:

- Download and complete the Application Form from <http://www.vanguardpng.com>.
- Email the application to admin@vanguardpng.com together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview