



## CALL FOR JOB APPLICATION

<b>Country:</b>	<b>Somalia</b>
<b>Project:</b>	<b>Somalia Capacity Injection Project</b>
<b>Grant No:</b>	<b>P149971</b>
<b>Assignment Title:</b>	<b>Various Positions in Beneficiary Institution</b>
<b>Type of Appointment:</b>	<b>Regular Civil Service Position</b>
<b>Type of Contract:</b>	<b>Performance Based Contract</b>
<b>Duty Station:</b>	<b>Beneficiary Institution's Office in Mogadishu</b>
<b>Expected Start Date:</b>	<b>October, 2017</b>
<b>Reference No.:</b>	<b>FGS/CIM/Civil Service Recruitment/2017</b>

Under the Somali Compact of September 2013, the Federal Government of Somalia established a Government Flagship Programme to build core public sector capacities. A World Bank Public Sector Capacity Injection Mechanism (CIM) supports this. The Ministry of Public Works and reconstruction is among the core beneficiary institutions for the CIM to strengthen staffing levels and capacity in selected line ministries and central agencies. Ministry of Public and Reconstruction invites applications from qualified candidates for the following positions;

Competent candidates will be selected according to the Capacity Injection Mechanism and

**Note:** this recruitment strongly supports women's engagement and will support working women through paid maternity leave, plus allowances to support 'secure accommodation', 'secure transport to and from work' and 'child care allowances

### **How to apply**

Confidential applications can be addressed to **Mr. Omar Abdi**, CIM Coordinator, National Civil Service Commission, E-mail [somalia.ncsc.cim02@gmail.com](mailto:somalia.ncsc.cim02@gmail.com) and please make sure to copy cc, Salah Ahmed the Director General of the Ministry at e-mail: [dgsalahmpwr@gmail.com](mailto:dgsalahmpwr@gmail.com) with only a Cover Letter and Curriculum vitae (CV) in WORD .doc format must be delivered by 1500 hours of 17<sup>th</sup> September, 2017.

## JOB DESCRIPTION LEGAL ADVISOR

1	<b>Job Title</b>	Legal Advisor
	<b>Department</b>	Office of the Minister
3	<b>Assignment Location</b>	Mogadishu, MOPWH&R
4	<b>Grade Level</b>	Stream B, Level 2. Step 1
5	<b>Reporting To</b>	The Director General, MOPWH& R
	<b>Job Purpose</b>	<p>The purpose of the legal advisor is to provide an extensive leadership in the delivery of reliable, timely, accurate, and informed advice to the Ministry of Public Works, Houshing and Reconstruction and the senior management on legal issues.</p> <p>This encompasses specialized legal advice, analysis of legal risks and legality assurance to the Ministry. The Legal Advisor will be part of the senior advisory team that would advice the management on how best to ensure the provision of quality legal services to the emerging MoPWH&amp;R department.</p>
6	<b>Objectives of the Job</b>	<ol style="list-style-type: none"> <li>1. Developed bilaws and regulations for the ministry</li> <li>2. Develop training and capacity building materials for the legal unit</li> <li>3. Transform the legal unit into by naturing through couching and case studies.</li> </ol>
7	<b>Duties and Responsibilities</b>	<ol style="list-style-type: none"> <li>1. Provide legal guidance to the Minister and Deputy Mininiter in the performance of their duties and in relations to all aspects of the business of the legal office of the MoPWH&amp;R</li> <li>2. Conduct detailed analysis of legal risks and provide legality assurance to the Minister and Deputy Minister</li> <li>3. Establish a high performing legal office in the MOPWH&amp;R, develop legal standards and practices manual and train, coach and mentor legal services staff of the office to achieve professional best practice</li> </ol>

		<ol style="list-style-type: none"> <li>4. Develop and provide advice on regulations submitted to the minister and deputy minister and their advising members to ensure that it conforms with MoPWH&amp;R legal framework, national and international legal standards</li> <li>5. Provide support on discrete legal issues and advise legal office on drafting and structuring of undertakings and remedies emerging there from</li> <li>6. Foster the Ministry's legal reforms including training and preparation for accession to various international Conventions and facilitating/supporting the drafting and adoption of internal regulations, bylaws and legislations</li> <li>7. Ensure the prompt and accurate reporting, recording, and investigation of all workplace incidents and accidents</li> <li>8. Supervising, coaching and mentoring of Legal Services staff and building their capability</li> <li>9. Write and interpret laws and regulations on the roles and functions of the Ministry;</li> <li>10. Build capacity of the legal department specifically the Head of Legal department</li> </ol>
8	<b>Deliverables</b>	<ol style="list-style-type: none"> <li>1. Functioning legal office in the MoPWH&amp;R;</li> <li>2. Legal advice on policies and procedures governing the ministry and lead legal reforms;</li> <li>3. Work and training plan for the development of legal services at the ministry;</li> <li>4. Development of key regulations, bylaws, and procedures identified by the ministry</li> <li>5. Conducting MoPWH&amp;R staff training on key regulations, policies and procedures that govern the day-to-day operations of MoPWH&amp;R;</li> <li>6. Inception, Quarterly, and annual reports.</li> </ol>
9	<b>Education</b>	Master's degree in Law
10	<b>Experience</b>	Minimum of 7 years post qualification experience, preferably in governments or multi-national organizations
11	<b>Skills</b>	<b>Mix</b> Demonstrated working experience in corporate legal departments

	<b>Requirements</b>	or governments in the financial sector; Proven interpersonal relations as well working experience in post-conflict countries; Strong analytical and organizational skills; Effective oral and written communication skills; Excellent knowledge in both English and Somali languages
--	---------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------