



**Food and Agriculture Organization
of the United Nations**

CALL FOR EXPRESSIONS OF INTEREST

Plant Genetic Resources for Food and Agriculture (PGRFA) manager

Contract duration: 60 days (including ten days field trip) on a WAE basis until September 2017

Vacancy No. IRC3694

Deadline for Applications: 10 November 2016

Duty station: Chisinau, Moldova (with field missions as necessary)

Tasks and responsibilities:

Under the overall supervision of the FAO Representative in Moldova, and the direct supervision of the Agricultural Officer (the project Lead Technical Officer), the operational supervision of the Budget Holder and the Field Programme Officer (FAO REU), in close collaboration with the Assistant Representative in Moldova, the Ministry of Agriculture and Food Industry, the national counterparts, the National Project Coordinator (NPC), international and national consultants, the National Consultant/PGRFA manager will undertake the following duties:

- provide administrative and logistics support to the LTO, national and international consultants;
- assist the national and international consultants in the collection of information, organization of meetings, interpretation from English to Russian and Romanian and vice versa;
- collect required documents and provide their translation;
- accompany the international consultants on missions within the country, arrange transportation, visas and accommodation;
- assist in the organization of workshops and meetings;
- participate in meetings of international consultants with national stakeholders, translate and take notes for reporting to international consultants;
- visit facilities on different project sites and collect information for the database, assist to create a database included all identified species included in the NIS mechanism;
- collect information and prepare brief reports (in English) on different aspects to be studied and addressed by international consultants;
- prepare reports (in English) on visits, meetings and assignments given by the LTO, international and national consultants.
- assist to prepare and send out a questionnaire to all PGRFA stakeholders with request for information on crops, number of accessions in their respective collections and conditions for the maintenance;
- help to identify unique material of Moldovan origin and material of specific importance for breeding and use in the country as a continuation of the inventory of material held by the institutions
- advise the international consultant in the development of training materials and organize, participate and contribute to an two-week training in germplasm conservation;
- advise the international consultant in the development of training materials and organize, participate and contribute to an on-the-job training in general plant breeding applications, including molecular tools;

- assist to organize a study tour to a country with more experience in PGRFA for two scientist in genetic resources;
- carry out any other activities relevant to this assignment, including ensuring and monitoring women's participation in project activities.

Key performance indicators	
Expected Outputs:	Required Completion Date:
<ul style="list-style-type: none"> • assistance to the international consultant in the duties outlines above during the entire duration of the project 	30 September 2017

Candidates should meet the following requirements:

Minimum Requirements

- M.Sc. in agronomy, plant genetics or plant breeding;
- 5-8 years of working experience in managing information in plant breeding, genetic resources or related area and conducting trainings and developing training manuals;
- fluent in Romanian, Russian and English

Selection criteria

- Extent to which above minimum requirements are met.
- Ability to plan and organize work and participate in a multi-disciplinary team.

Additional Information

FAO seeks gender, geographical and linguistic diversity in its staff and international consultants in order to best serve FAO Members in all regions.

All candidates should adhere to FAO values of Commitment to FAO, Respect for All and Integrity and Transparency.

How to apply

All applications are to be made through FAO's [iRecruitment](#) system. Click on the link below to access [iRecruitment](#), complete your online profile and apply for this Call for Expression of Interest.

<http://www.fao.org/employment/irecruitment-access/en/>

In order for your application to be properly evaluated, please ensure that all sections of your iRecruitment account are completed. Incomplete applications will not be evaluated.

If you need help, or have queries, please contact: iRecruitment@fao.org