



Issued on: 3 July 2017

Deadline For Application: 17 August 2017

**JOB TITLE:** National Consultant on Agronomy/Vegetable Production

**TYPE OF CONTRACT:** PSA

**DUTY STATION:** Dushanbe, Tajikistan

**ORGANIZATIONAL UNIT:** FETAJ

**DURATION:** 1-Sep-2017 to 31-Aug-2018, for 90 days on when actually employed basis

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

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**Qualified female applicants and qualified nationals of non-and under-represented member countries are encouraged to apply.**

**Persons with disabilities are equally encouraged to apply.**

**All applications will be treated with the strictest confidence.**

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Under the overall supervision of the FAO Representative in Tajikistan, operational supervision of the Assistant to FAOR and technical supervision of FAO-SEC Plant Production and Protection Officer (LTO), and in close coordination with national counterpart staff and the National Project Coordinator (NPC), the Consultant will undertake the following duties:

- Organize and participate in the initial workshop of the project to discuss project objectives with stakeholders;
- Develop a detailed work plan of the project;
- Conduct a mid-term workshop towards the end of the first year to present and review the project's progress and share best practices;
- Organize field days and exchange visits for both men and women farmers to demonstrate greenhouse vegetable and seedling production;
- Support the implementing partner in setting up the demonstration plots;
- Support the implementing partner in the preparation of training and training materials, such as farmer-oriented brochures, posters and guidelines on greenhouse vegetable production;
- Maintain close contact with FAO-SEC and contracting parties for implementation of the project;
- Contribute to the development of the national programme and action plan on vegetable greenhouse production;
- Prepare monthly reports summarizing his/her findings, conclusions and recommendations;
- Assist the NPC and the LTO in preparing the final report;
- Plan, organize, facilitate and report on project implementation mechanisms and events by participating in meetings and communication;
- Draft letters of agreement (LoAs), contracts and other relevant documents in consultation with the operational team;
- Manage funds of the project and conduct timely budget revisions in cooperation with the finance officer; prepare Gantt charts and other reports for planning the use of project resources;
- Be responsible for the overall management of the project and timely delivery of its outputs, research and training as well as other project activities, and supervise the performance of national project staff;
- Manage day-to-day project activities in the country, international relations and travel to ensure timely delivery and efficiency of implementation, and proposing corrective action if/when necessary.

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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- M.Sc. in agronomy or horticulture
- Five years of experience in crop management and farmer training.

### FAO Core Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

### Technical/Functional Skills

- Work experience in more than one location or area of work
- Extent and relevance of experience in Agronomy and Vegetable Production
- Extent and relevance of experience in greenhouse production

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Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

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#### **ADDITIONAL INFORMATION**

- All applications will be reviewed and qualified applicants will be contacted for interviews.
- FAO does not charge a fee at any stage of the recruitment process (application, interview meeting, processing).
- Incomplete applications will not be considered. If you need help, or have queries, please contact: [iRecruitment@fao.org](mailto:iRecruitment@fao.org)
- Applications received after the closing date will not be accepted.
- Only language proficiency certificates from UN accredited external providers and/or FAO language official examinations (LPE, ILE, LRT) will be accepted as proof of the level of knowledge of languages indicated in the online applications.
- For other issues, visit the FAO employment website: <http://www.fao.org/employment/home/en/>

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#### **HOW TO APPLY**

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete your online profile. Only applications received through iRecruitment will be considered.

Candidates are requested to attach a letter of motivation to the online profile.

Vacancies will be removed from iRecruitment at 23:59 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: [iRecruitment@fao.org](mailto:iRecruitment@fao.org)

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