



## UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

### TERMS OF REFERENCE FOR PERSONNEL UNDER INDIVIDUAL SERVICE AGREEMENT (ISA)

Title:	Associate National Expert in Regional Trade
Main Duty Station and Location:	Islamabad with travel to major cities of Pakistan
Start of Contract (EOD):	1 <sup>st</sup> april 2015
End of Contract (COB):	31 <sup>st</sup> December 2015
Number of Working Days:	Total 9 months equal to 198 working days
Result Area:	2.2.9/10

#### **ORGANIZATIONAL CONTEXT**

The Associate Expert/Research Associate will work under the direct supervision of the DG PITAD with the overall guidance and technical support of the Chief Technical Advisor (CTA) and the Project Manager in UNIDO, Vienna, in accordance with the agreed work plan of activities as stipulated in the log frame of the project document. The Associate Expert/Research Associate will specifically be expected to perform the duties described in the below Job Description under the result area 2.2.8

#### **PROJECT CONTEXT**

The TRTA-II programme has three complementary components:

- Component 1: Trade Policy Capacity Building
- Component 2: Export development through improvement of the quality infrastructure
- Component 3: Strengthening of the Intellectual Property Rights

aimed at improving the trade and investment policy climate and enhancing trade development, strengthening standards and quality capacity, and improving the protection of intellectual property rights.

The programme was extended by the EU Delegation and the GoP in May 2014 for 2 years with additional funding.

The overarching goal of this extension would be economic growth, employment creation and regional trade. The goal stems directly from the current needs of the Country and is also in line with the broader EU cooperation strategy. This addendum to the original cooperation agreement now incorporates the structure of this extension programme.

The extended period will be spent to (i) bring to conclusion some activities, to (ii) deepen some of the flagship initiatives, for consolidation and up-scaling and to (iii) develop pilot initiatives to complement the design of the cooperation strategy of EU in the Country beyond this period.

In connection with the pilot initiatives the extended phase will include three additional activities:

- Business Environment Improvement and Support to the Competition Commission of Pakistan
- Global Value Chain Analysis for Competitiveness.
- Regional Trade in South Asia

<b>MAIN DUTIES</b>	<b>Concrete/ measurable Outputs to be achieved</b>	<b>Expected duration (days)</b>	<b>Location</b>
Review the documents and material related to the export sectors in Pakistan with specific reference to regional trade.	Documents & materials reviewed	Continuous	Islamabad & throughout Pakistan
Prepare a detailed presentation and related material for distribution/discussion on products/sectors from the positive/negative list that have the greatest export potential for regional trade (with particularly emphasis on India)	Materials collated and desk research completed		
Carry out mapping of all the export products relevant for Regional Trade, along with trade facilitation route and destination market.	Mapping completed and trade facilitation route and market destination identified		
Based on the mapping of export sectors, identify the products with greatest potential of export to regional markets	Potential export products (15-20) identified and list prepared		
Arrange meetings for TRTA II International Expert & Programme Officers with key stakeholders/public sector institutions/ministries and the private sector for consultation to elaborate the compliance requirements for exports of the identified products	Meeting arranged, conducted and recorded		
Organize training workshops, seminars and conferences related to competitive analysis under the guidance of the TRTA II programme officers	Training workshops, seminars conference organized		
Assist TRTA II experts in the development of a web-based integrated border control system that includes risk assessment for each product, backed by scientific evidence and to harmonize standards/TBT and SPS requirements to facilitate regional trade	A comprehensive web-based system developed at identified border facilities (WAGHA, Torkhan, Chaman and Karachi)		
Carry out follow-up activities based on the detailed time-bound roadmap/action plan developed by the TRTA II Experts in consultations with the relevant stakeholders	Follow-up activities carried out		
Execute all the activities as reflected in the action plan developed by TRTA II Experts	Activities reflected in the action plan carried out		
Assist in dissemination of the project activities and outputs to a wider group through formal and informal briefings, meetings and seminars.	Project activities disseminated		

Plan and conduct meetings schedules for national and international experts, particularly those related to regional trade with particular reference to proposed study tours and regional conferences	Meetings, regional conferences and study tours planned, organized and conducted	
Recording of minutes, maintenance of communication with stakeholders, filing of documents	Minutes of all meetings recorded and filed for record	
Carry out any other duty assigned by CTA and TRTA II Experts		

### **REQUIRED COMPETENCIES**

Core values:

1. Integrity
2. Professionalism
3. Respect for diversity

Core competencies:

1. Results orientation and accountability
2. Planning and organizing
3. Communication and trust
4. Team orientation
5. Client orientation
6. Organizational development and innovation

Managerial competencies (as applicable):

1. Strategy and direction
2. Managing people and performance
3. Judgment and decision making
4. Conflict resolution

### **MINIMUM ORGANIZATIONAL REQUIREMENTS**

**Education:** University degree in business management, or economics or trade development

**Technical and Functional Experience:**

At least 3 years of experience in carrying out analysis on export sectors, trade issues with particular knowledge of regional trade and private sector development.

**Languages:** Fluency in written and spoken English is required.