



International Organization for Migration (IOM)
The UN Migration Agency

IOM - Return of Qualified Afghans (RQA) Project -2019/2020

Terms of Reference

Position Information:

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|---------------------------------|--|--------------------|---|
| Organization: | Ministry of Labor and Social Affairs-Man Power (MoLSA-MP) | | |
| Job Title: | National Employment Policy and Strategy (NEPS) specialist | Job Type: | Full Time |
| Number of Placements Available: | 1 | Date of Closing: | 2019/April/15 |
| Gender: | <input checked="" type="radio"/> Male <input type="radio"/> Female | Contract Duration: | 10 months with a possibility for extension up to 12 months in Total |
| Sector: | Policy Support | Vacancy Number: | IOM-RQA 2019/2020 - (MoLSA MP) - 002 |
| Sub Sector: | Labour Market/Economy | | |
| Job Location (Province): | Kabul | City: | Kabul |

Context:

Under the overall supervision of the Director General of Manpower and Labor Regulation Affairs and the direct supervision of the Director of Labor Market Study, the successful candidate will undertake the below mentioned responsibilities supporting the Employment Services Center (ESC).

Responsibilities:

- Assist with the preparation and finalization of the National Employment Policies and Strategy for Afghanistan.
- Collect information from relevant agencies to improve the national recruitment strategy.
- Consult with relevant stakeholders for better understanding the employment services center of the country.
- Carry out capacity assessments within the ESC Unit and prepare capacity building plan/sas required.
- Conduct capacity building workshops to the ESC staff.
- Provide and monitor support to the Employment Services Center (ESC) unit staff in daily activities.
- Carry out other duties as required in coordination with supervisor.



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Educational qualifications:

Master's Degree in Economics (preferably with a focus on Labor Economics, Livelihoods and Human Resource Development, Labor Market Studies), or another relevant field. PhD is preferable.

Experience:

- A minimum of 2 years specialized experience in research preferably and Analysis in Labor Market.
- Excellent English writing skills.
- Ability to run a statistics software independently (e.g. SPSS, STATA, ATLAS software, and advance excel techniques).
- Excellent report writing skill.

Languages:

Fluency in English and local languages (Dari and Pashto) is required.