



## **PACIFIC POWER ASSOCIATION EXPRESSION OF INTEREST**

The Pacific Power Association (PPA) is a member of the Council of Regional Organizations in the Pacific. PPA is also a regional Association of the power utilities of the Pacific Islands Countries. Headquarters of the Association is in Suva, Fiji. In addition to 25 power utility members across the region, the Association has a large world –wide Allied private sector membership. The Association conducts technical assistance and administers training and other assistance on behalf of its member’s utilities, often in collaboration with donor organization.

The Pacific Power Association (PPA) has applied for financing from the World Bank towards the cost of the Sustainable Energy Industry Development Project, and intends to apply part of the proceeds to payments under the contract for a Project Implementation Officer with the PPA.

The PPA now invites eligible individual consultants to indicate their interest in the position of Project Implementation Officer. The role will include the following responsibilities:

- Daily management and coordination support on project implementation;
- Monitor progress of project implementation and propose corrective measures when needed;
- Preparation of financial and procurement documentation and processes in consultation with the PPA finance officer and Procurement Adviser;
- Assist in organizing and obtaining approvals needed for all workshops, study tours, seminars and other similar activities called for under the project;
- Develop project implementation work plan and periodically update;
- Contract management including the establishment of project filing systems;
- Undertake monitoring and evaluation (M&E) of the project by monitoring performance indicators;
- Coordinate the preparation of quarterly consolidated progress reports, project briefings and other relevant monitoring information to inform the World Bank in an organized manner and with adherence to the Bank’s guidelines; and
- Ensure that audits and other financial and technical reporting are conducted as required by the project’s legal documents.

The role is initially for a period of 12 months with the possibility of extension, and the consultant will be based in Suva.

Interested consultants must provide information indicating that they are qualified to perform the services through provision of a CV and application letter. A consultant will be selected in accordance with the procedures set out in the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers (January 2011 edition).

Interested consultants may send their detail CV and must be delivered to the address below by 4:30pm, Wednesday 28 October, 2020.

Pacific Power Association  
Attn: Mr. Andrew Daka, Executive Director  
Naibati House, Goodenough Street  
Fiji  
Tel: + (679) 3306 022  
Fax: + (679) 3302 038  
E-mail: [ppa@ppa.org.fj](mailto:ppa@ppa.org.fj)  
Web site: [www.ppa.org.fj](http://www.ppa.org.fj)