



## **General invitation for expressions of interest for hiring of individual consultants**

Date: 10.01.2023

Community Development Fund (CDF) is a nongovernmental organization with the mission to work on community development and create conditions for integration, equal access and inclusion through expertise and innovation solutions, through supporting local initiatives, as well as capacity building in communities.

CDF is implementing the USAID funded Kosovo Inclusive Economic Engagement (IEE) Activity, which is a five-year project aimed at empowering and reviving women- and minority-owned micro, small, and medium enterprises (MSME) negatively impacted by the Covid-19 pandemic.

The activity will increase economic opportunities and improve the resiliency of target MSMEs. Strengthening them will contribute to private sector growth and increased integration into the overall economy in Kosovo.

Based on the needs of the Inclusive Economic Engagement Activity, the following areas of short term expertise are required to support the project implementation and the targeted beneficiaries.

In accordance with the CDF Operating Manual (OM) Guidelines, and in order to support the implementation of the IEEA, CDF invites all qualified professionals/experts to express their interest to be part of roster in the areas listed below:

### **The field of expertise required:**

#### **Micro, Small and Medium Enterprise (MSME) Capacity Building**

- Business planning and development training;
- Digital marketing training
- Online presence training;
- Sales training;
- Entrepreneurship and market linkage training;
- MSME Operations training
- Franchising training

### **Eligibility/Selection requirements:**

Interested candidates must fulfill the following criteria:

- Have a university degree in a related field, advanced degree will be considered as an asset;
- Have extensive knowledge in one of the above-mentioned areas of expertise (with evidence of the work experience)
- Consultants should have five (5) years' + experience in assessment, design, supervision or similar works and expertise for each related fields mentioned above.

- Be a citizen of Republic of Kosovo
- Excellent oral and written knowledge of English language (locally spoken languages will be considered as an asset)
- Excellent writing, analytical, communication and presentation skills
- Ability to work under close coordination and supervision of the respective CDF project team

### **Application procedure**

All interested candidates who wish to apply should submit the CV-s and references about the previous experience in accordance with the requirements listed above.

A list of pre-qualified professionals shall be established by the area of expertise, and when it comes to the selection of a consultant for a specific CDF project a selection committee of at least three CDF staff shall select and compare at least three qualified candidates who are the best suited for the particular task and select one of them.

CV and references must be submitted no later than March 31, 2023 at 16:00 pm, to the following e-mail addresses at: [njomza@kcdf.org](mailto:njomza@kcdf.org) and [feride@kcdf.org](mailto:feride@kcdf.org).

When applying kindly indicate in the subject line the area of expertise for which you are applying.

*Note: You can submit your CV-s and references even after the deadline of this invitation, CDF will accept your CV-s during the whole year.*