



INTERGOVERNMENTAL AUTHORITY ON DEVELOPMENT (IGAD)

RE-INVITATION

Invitation to Tender for Provision of Short-term Procurement Assistance (Procurement Assistant)

Job title:	Procurement Assistant
Job Group:	Short term (10-Months)
No of Vacancies	1 (One)
Job Training Requirement:	Minimum of Bachelor Degree in Supply Chain/Procurement/IT/Business Admin, B.com
Reporting to:	PSD-PROCUREMENT OFFICER
Division/Department	PSD
Program / Project Number	EUTF-IPPSHAR
Location of assignment	Addis Ababa- Ethiopia
Nationalities eligible to apply	Appropriately qualified applicants from; Residents/Citizens of Federal Democratic Republic of Ethiopia, are eligible to apply.
Expected Start Date	1 st March, 2021
Duration of the Assignment	The contract is for a non-renewable period of ten (10 months).

How to apply

Only candidates who meet the profile of the minimum qualifications, experience and core competences stated above need to apply. Submitted applications should be accompanied by the candidate's detailed CV, copies of both academic and professional certificates and testimonials, names and addresses of three reputable referees and the candidate's contact details (E-mail address and telephone numbers).

The applications should be addressed to:
Procurement Officer of Peace & Security Division of IGAD
Addis Ababa, Ethiopia

Sent by email:

E-mail to the following e-mail address: ippshar@igad.int

bearing the subject line: **Tender for Provision of Short-term Procurement Assistance (Procurement Assistant)**

Deadline for submission of applications

Must be received at the PSD Procurement Officer, through email, Not later than;

FEBRUARY 19, 2021.

IGAD is an equal opportunities employer. Female candidates are encouraged to apply.

FIND DETAILS IN THE ATTACHMENT