**CALL FOR APPLICTIONS FOR THE RECUIRMENT OF NON-KEY EXPERTS**

The EU funded project “EU 4 Public Finance Management (PFM) in Montenegro (EU4PFM)” is opening a **Call for Applications** for the creation of a pool of experts for the employment of short-term expertise during project implementation.

**Project context:**

The **overall objective of the project** is to contribute to increased efficiency, effectiveness and transparency of the public finance management in Montenegro, in line with EU requirements.

The **purpose** of the contract is to enhance the overall effectiveness and integration of the PFM reform programme (RP) through improved management, strengthened fiscal framework and budget planning, and more effective financial control and audit systems.

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| COMponent | target result |
| **Project Component 1:** | Management, implementation, reporting and communication of the PFM RP is improved; |
| **Project Component 2:** | Budget transparency strengthened, fiscal framework, budget planning and policy development are interconnected and strengthened; |
| **Project Component 3:** | Systems of financial control and audit are strengthened and made more effective. |

The Contract has been awarded by the European Union, represented by the Delegation of the European Union to Montenegro (Contracting Authority of the Project), on behalf of and for the account of Montenegro as beneficiary country to the consortium led by GOPA Worldwide Consultants with its partner GOPA PACE.

Implementation **started in** **November 2024** and will **last until** **September 2027**.

**The consortium intends to recruit experts in the following fields of expertise:**

1. Strategic Planning, Reporting & Monitoring
2. Policy Development & Regulatory Reform
3. Public Finance Management & Budgeting
4. Managerial Accountability & Human Resource Management
5. Internal & External Auditing, Financial Control
6. IT & Digitalisation of Public Administration
7. Communications & Visibility
8. Organisational Development & Capacity Building

**Minimum Requirements for Senior Experts (All Positions):**

* A relevant university degree, or equivalent twelve (12) years of professional experience;
* At least five (5) years, preferably seven (7) years, of professional experience in their relevant area of expertise;
* Proven experience in public finance management and/or public sector reform in Montenegro or similar country contexts;
* Strong analytical, communication, and reporting skills;
* Fluency in written and spoken English and knowledge of Montenegrin; good communication and reporting skills.

**Minimum Requirements for Junior Experts (All Positions):**

* A relevant university degree, or equivalent six (6) years of professional experience;
* At least three (3) years of professional experience in their relevant area of expertise;
* Initial experience with public finance management and/or public sector reform in Montenegro or comparable contexts is an asset;
* Good analytical, communication, and drafting skills;
* Fluency in written and spoken English and Montenegrin; good communication and reporting skills.

The identified profiles and requirements are subject to potential changes and amendments as needs arise in coordination with the beneficiary institutions, during the course of project implementation.

**Application Process:** Qualified candidates are encouraged to apply for one or more positions in accordance with the published skills/qualifications required. Please indicate in the subject line of your application/email the field(s) of expertise you are applying for and whether you are considering junior or senior roles.

**Required Documents:**

* CV in English in EU format (CV template, [download here](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.gopa.de%2Fsites%2Fdefault%2Ffiles%2Fjobs%2Fattachments%2FEU%2520CV%2520Template.docx&wdOrigin=BROWSELINK)), clearly presenting your relevant experience and projects you have worked on (**not longer than 3 pages**), including an indication of working days/months per each assignment/employment.
* The signed GOPA privacy statement ([download here](https://www.gopa.de/sites/default/files/jobs/attachments/GOPA%20Worldwide%20Consultants_Privacy%20Statement%20Consent_Expert.pdf)).

**Submission Deadline:** Applications must be sent by email to [eu4pfmmontenegro@gopa.eu](mailto:eu4pfmmontenegro@gopa.eu) by **31 October 2025 at the latest**.

**Selection Process:** Based on an assessment of candidates’ CVs, experts with relevant experience will be shortlisted and included in a pool of experts. The shortlisted candidates will be contacted during the course of project implementation as needs arise. A panel will select experts for specific assignments based on a thorough evaluation of shortlisted candidates’ relevant experience throughout project implementation. **Only selected candidates will be contacted.**

**Conflict of Interest:** Experts must be independent and free from conflicts of interest within the activities to be performed, as elaborated in specific Terms of Reference (ToR). Civil servants/public officials and other staff of the public administration of the Beneficiary country cannot be recruited as experts. Applications not meeting the minimum requirements/criteria will not be considered.

**Supporting Documents:** In case a candidate is selected for a specific assignment, electronic copies of all relevant diplomas and work certificates need to be provided as accompanying evidence of the candidate’s CV and proof of relevant work experience.

**Ensuring these documents are readily available** will streamline the contracting process and facilitate timely project initiation.

**Protection of Personal Data:** The personal data processing activities within this project are governed by the General Data Protection Regulation (Regulation (EU) 2016/679). We are committed to complying with the GDPR and national data protection laws. Data protection is a corporate matter of high priority, and we only work with partners who demonstrate an appropriate level of data protection. We only process your data with your express consent, based on a contract or pre-contractual measures, or if the relevant laws permit or require data processing. Please download our privacy statement and submit a signed copy with your application ([download here](https://www.gopa.de/sites/default/files/jobs/attachments/GOPA%20Worldwide%20Consultants_Privacy%20Statement%20Consent_Expert.pdf)).

**The project is an equal opportunities employer**.

**Senior Experts:**

1. **Strategic Planning, Reporting & Monitoring** 
   * **Category:** Senior NKE – Strategic Planning & Monitoring Expert
   * **Qualifications and Skills:** University degree in public finance, public administration, economics, political science, or a related field, or equivalent professional experience of 12 years.
   * **General Professional Experience:** A minimum of 5 years, preferably 7 years, of professional experience in strategic planning, monitoring, and evaluation within the public sector.
   * **Specific Professional Experience:** Experience in developing and implementing strategic frameworks, integrating planning and budgeting processes, policy costing, and performance-based budgeting; familiarity with public sector M&E systems is an advantage.
2. **Policy Development & Regulatory Reform**
   * **Category:** Senior NKE – Policy Development & Reform Expert
   * **Qualifications and Skills:** University degree in public policy, economics, law, political science, or a related field, or equivalent professional experience of 12 years.
   * **General Professional Experience:** A minimum of 5 years, preferably 7 years, of professional experience in public policy development and/or regulatory reform.
   * **Specific Professional Experience:** Experience in drafting policy documents, conducting regulatory and policy impact assessments, and supporting the design and evaluation of public policy reforms; familiarity with EU/OECD standards is an advantage.
3. **Public Finance Management & Budgeting** 
   * **Category:** Senior NKE – Public Finance & Budgeting Expert
   * **Qualifications and Skills:** University degree in economics, (public) finance, public administration, or a related field, or equivalent professional experience of 12 years.
   * **General Professional Experience:** A minimum of 5 years, preferably 7 years, of professional experience in public finance management, budgeting, or fiscal policy.
   * **Specific Professional Experience:** Experience in medium-term expenditure frameworks, programme/performance-based budgeting, costing of strategies, donor coordination, and/or integration of planning and budgeting processes; familiarity with EU or international PFM standards is an advantage.
4. **Managerial Accountability and Human Resource Management** 
   * **Category:** Senior NKE – Managerial Accountability & HRM Expert
   * **Qualifications and Skills:** University degree in public administration, human resources, economics, management, or a related field, or equivalent professional experience of 12 years.
   * **General Professional Experience:** A minimum of 5 years, preferably 7 years, of professional experience in managerial accountability, HRM, or civil service reform.
   * **Specific Professional Experience:** Experience in developing accountability frameworks, implementing HRM strategies or competency frameworks, or supporting transparency and ethics in public administration; familiarity with SIGMA/OECD principles is an advantage.
5. **Internal & External Auditing / Financial Control**
   * **Category:** Senior NKE – Audit & Financial Control Expert
   * **Qualifications and Skills:** University degree in public administration, (public) finance, auditing, law, or economics, or equivalent professional experience of 12 years.
   * **General Professional Experience:** A minimum of 5 years, preferably 7 years, of professional experience in internal or external auditing, financial control, or related areas.
   * **Specific Professional Experience:** Experience in internal audit systems, financial inspection, audit authority mandates, supreme audit institutions, performance audits, or IT audits; familiarity with INTOSAI, COSO, or EC standards is an advantage.
6. **IT & Digitalisation of Public Administration**
   * **Category:** Senior NKE – IT & Digitalisation Expert
   * **Qualifications and Skills:** University degree in information technology, computer science, public administration, or a related field, or equivalent professional experience of 12 years.
   * **General Professional Experience:** A minimum of 5 years, preferably 7 years, of professional experience in the design, development, or implementation of digital tools in the public sector.
   * **Specific Professional Experience:** Experience in e-government reforms, MIS systems, digitalisation of services, IT solutions for budgeting/monitoring, or developing functional specifications for public sector IT systems.
7. **Communications & Visibility** 
   * **Category:** Senior NKE – Communications & Visibility Expert
   * **Qualifications and Skills:** University degree in communications, public relations, journalism, or a related field, or equivalent professional experience of 12 years.
   * **General Professional Experience:** A minimum of 5 years, preferably 7 years, of professional experience in communication and visibility, preferably in the public sector.
   * **Specific Professional Experience:** Experience in developing communication strategies, implementing visibility campaigns, supporting transparency and citizen engagement, or managing donor visibility requirements.
8. **Organisational Development & Capacity Building**
   * **Category:** Senior NKE – Organisational Development & Capacity Building Expert
   * **Qualifications and Skills:** University degree in public administration, organisational development, human resources, political science, or a related field, or equivalent professional experience of 12 years.
   * **General Professional Experience:** A minimum of 5 years, preferably 7 years, of professional experience in organisational development, capacity building, or institutional strengthening within the public sector.
   * **Specific Professional Experience:** Experience in conducting training needs analyses (TNA), designing and delivering capacity-building programmes, supporting organisational development and change management processes, or strengthening institutional performance frameworks; familiarity with donor-funded capacity-building approaches is an advantage.

**Junior Experts:**

1. **Strategic Planning, Reporting & Monitoring** 
   * **Category:** Junior NKE – Strategic Planning & Monitoring Analyst
   * **Qualifications and Skills:** University degree in public finance, public administration, economics, political science, or a related field, or equivalent professional experience of 6 years.
   * **General Professional Experience:** A minimum of 2 years, preferably 3 years, of professional experience in strategic planning, reporting, or monitoring in the public sector.
   * **Specific Professional Experience:** Experience in supporting strategic planning processes, preparing monitoring reports, assisting in evaluation exercises, or contributing to costing and budgeting documents.
2. **Policy Development & Regulatory Reform** 
   * **Category:** Junior NKE – Policy Development & Reform Analyst
   * **Qualifications and Skills:** University degree in public policy, economics, law, political science, or a related field, or equivalent professional experience of 6 years.
   * **General Professional Experience:** A minimum of 2 years, preferably 3 years, of professional experience in policy analysis, regulatory reform, or related fields.
   * **Specific Professional Experience:** Experience in supporting the preparation of policy or regulatory reform documents, contributing to policy evaluations, or providing research and analytical support.
3. **Public Finance Management & Budgeting** 
   * **Category:** Junior NKE – Public Finance & Budgeting Analyst
   * **Qualifications and Skills:** University degree in economics, (public) finance, public administration, or a related field, or equivalent professional experience of 6 years.
   * **General Professional Experience:** A minimum of 2 years, preferably 3 years, of professional experience in public finance or budget management.
   * **Specific Professional Experience:** Experience in supporting budget preparation or costing exercises, contributing to medium-term planning documents, or providing analytical inputs on financial management and donor-funded projects.
4. **Managerial Accountability & Human Resource Management**
   * **Category:** Junior NKE – (Managerial) Accountability & HRM Analyst
   * **Qualifications and Skills:** University degree in public administration, human resources, economics, management, or a related field, or equivalent professional experience of 6 years.
   * **General Professional Experience:** A minimum of 2 years, preferably 3 years, of professional experience in HRM, accountability, or public administration reform.
   * **Specific Professional Experience:** Experience in supporting HRM system development, accountability measures, or civil service reform processes.
5. **Internal & External Auditing / Financial Control** 
   * **Category:** Junior NKE – Audit & Financial Control Analyst
   * **Qualifications and Skills:** University degree in public administration, (public) finance, auditing, law, or economics, or equivalent professional experience of 6 years.
   * **General Professional Experience:** A minimum of 2 years, preferably 3 years, of professional experience in auditing or financial control in the public sector.
   * **Specific Professional Experience:** Experience in supporting audit teams, preparing audit documentation, conducting desk research, or assisting with performance or IT audits.
6. **IT & Digitalisation of Public Administration** 
   * **Category:** Junior NKE – IT & Digitalisation Analyst
   * **Qualifications and Skills:** University degree in information technology, computer science, public administration, or a related field, or equivalent professional experience of 6 years.
   * **General Professional Experience:** A minimum of 2 years, preferably 3 years, of professional experience in supporting IT and digitalisation initiatives in the public sector.
   * **Specific Professional Experience:** Experience in assisting with development or testing of IT solutions, preparing specifications, or supporting MIS tools and digitalisation processes.
7. **Communications & Visibility** 
   * **Category:** Junior NKE – Communications & Visibility Analyst
   * **Qualifications and Skills:** University degree in communications, public relations, journalism, or a related field, or equivalent professional experience of 6 years.
   * **General Professional Experience:** A minimum of 2 years, preferably 3 years, of professional experience in communications or visibility.
   * **Specific Professional Experience:** Experience in supporting public communication activities, assisting in campaign design, developing communication products, or managing digital and social media content.
8. **Organisational Development & Capacity Building** 
   * **Category:** Junior NKE – Organisational Development & Capacity Building Analyst
   * **Qualifications and Skills:** University degree in public administration, organisational development, human resources, political science, or a related field, or equivalent professional experience of 6 years.
   * **General Professional Experience:** A minimum of 2 years, preferably 3 years, of professional experience in capacity building or organisational development in the public sector.
   * **Specific Professional Experience:** Experience in supporting training or capacity-building activities, preparing materials for institutional development programmes, or assisting in organisational reform or change management initiatives.