

**TERMS OF REFERENCE**

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Title of the Position: Consultant

Project: Electronic and Digital Financial Services in Azerbaijan and Central Asia

Appointment: Local STC

Location: Bishkek

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1. **Background:**

• Background of the EDFS Project:

The IFC Electronic and Digital Financial Services Project (EDFS) aims to foster the inclusion of the unbanked and under-banked population into the formal financial systems through the facilitation of an industry level work on developing and using a single infrastructure for retail payments and development of individual EDFS solutions.

• The Projects' objective is:

1) Improving regulatory environment and supporting the Government in modernizing the country’s payment system to enhance its efficiency, which will lead to the efficient implementation of inclusive EDFS products: the regulatory and infrastructure development work; 2) Facilitating the industry’s consensus about EDFS products and ADCs; 3) to raise awareness about the role of EDFS through public education campaigns and outreach work.

So, the Project seeks for a Consultant that will be able to identify target markets, their needs and the relevant numbers (Volume and price) for business planning and implementation EDFS according to the Project goals.

**B. The Scope of Work**

 The work to be undertaken is broken into the following tasks as outlined below:

(I) The Consultant will work with Project staff and will develop and implement the following:

-Implementating EDFS Project according to the Project implementation strategy;

- Facilitating meetings, round-tables, discussions among key stakeholders of the EDFS;

- Providing support to international STC and Project team on all EDFS related activities including surveys, analysis, facilitation of the meetings/events/discussions within key-stakeholders of the EDFS including public and private sector;

-Preparing recommendations based on findings and targets identified by the Project for EDFS implementation;

- Preparing reports (analytical and statistical), impact assessment and key presentations on EDFS in collaboration with International Consultant and Project team;

- Developing training and other knowledge materials (factsheets, guides etc.) on usage of EDFS products in the banks, microfinance institutions and other entities in Kyrgyzstan in collaboration with International Consultant and Project team;

- Contributing to the development of the new legislation/amendments to the existing legislation regulated EDFS services in the Kyrgyzstan upon Project Management team request;

- Contributing to the development of the Outreach Strategy for promoting EDFS on the Kyrgyz market and drafting articles on EDFS within the Project’s financial literacy component.

**C. Deliverables / Specific Outputs Expected from Consultant**

Deliverables – support is provided to Consultants/Project staff on:

- Developing respective materials stated in the SoW – within timeframes agreed with the respective staff/consultant;

- Consultations on EDFS matters - as agreed with the respective staff/consultant;

- Preparing reports (analytical and statistical), impact assessment and key presentations on EDFS - at the request of respect supervisor and business needs;

-Preparing Internal Project reporting (ASOP)

- Provide reports to the supervisors – at the request of respective supervisor but at least once in a month;

- Articles, factsheets and other outreach tools in collaboration with Communication officer and Project staff.

**D. Special Terms & Conditions / Specific Criteria**

• Master degree in finance/ economics;

• Strong knowledge of the best international practice and standards of modern financial infrastructure (credit bureaus/secured transaction/payment system);

• Not less than 5 years of experience in banking and financial infrastructure;

• Proven experience in successful reforming the financial infrastructure matters (not less than 5 years);

• Strong knowledge of practice and regulatory barriers regarding banking system;

• Ability to work flexibly and under deadline pressure at times on a range of assignments, and adjust to and prioritize a variety of complex evolving tasks;

• Ability to provide professional support to senior staff;

• Ability to work effectively in a team-oriented, multi-cultural environment;

• Strong analytical and conceptual skills;

• High degree of self-motivation and proven ability to work independently under limited supervision. Ability to multitasking and work effectively in multidisciplinary teams

• Strong interpersonal skills;

• Excellent written/communication skills in Russian and English, knowing of Kyrgyz is preference.

• A working experience with International organizations will be an advantage;

Interested candidates should send their CV in Russian and English to email: mtairov@ifc.org

Note \* The size of the document must not exceed 5MB

Deadline for submission: July 29, 2018.

Candidates who are on the short list will be invited for the interview.