



**TERMS OF REFERENCE
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Position title	Infrastructure Economist
Division	Major Project Secretariat of the Infrastructure Fund, Ministry of Planning and Strategic Investment (MPS-IF)
Location	Dili
Number vacancy	One (1)
Reference number	RDTL/SGP/FI/I/2025-04
Duration	1 Year Contract (12 month, including 3 Months' Probation Period)
Reports to	Coordinator of Planning and Evaluation
Application deadline	February 24, 2025
Application process	Applicants should send a CV and cover letter via email to sgpinfo@sgp.tl or asoares@sgp.tl

I. Background

The Infrastructure Fund (IF) was established in 2011 to support implementation of the Strategic Development Plan of Timor-Leste for 2011-2030. The regulation of IF and Major Projects Secretariat (MPS) established by Decree-Law № 13/2016 of 18 May with the amendment by Decree-Law № 25/2024 of 22 May. The role of MPS is to provide technical and administrative support to the Council for Administration of the Fund, and managing daily operations under supervision of the Minister of Planning and Strategic Investments (MPIE) who is the President of CAFI. Currently, the IF Portfolio covers 30 programs for agriculture, roads and bridges, ports, airports, electricity, telecommunications, water and sanitation, petroleum, national security and defence, education, and other strategic sectors.

In September 2024 the Council for Administration of the Infrastructure Fund (CAFI) approved the Deliberation regarding establishment of the Study Team under the Integrated Planning Unit (UPI-MPIE) and Major Projects Secretariat (MPS-IF). The Study Team will provide centralized support for preparation of the Feasibility Study for new infrastructure projects financed by the Infrastructure Fund.

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The scope of support by the Study Team is to develop Project Concept and ToR, conduct preliminary study (Pre-FS); provide technical support in preparation of the new infrastructure projects according to the Sector Plans, Master Plans, Strategic Development Programs; conduct filed assessment and data collection; etc.

The role of the Infrastructure Economist is to assist CAFI in preparation of new projects that will be implementing under the Fund's Portfolio for planning and budgeting; payment execution; reporting and monitoring. Therefore, it requires specific knowledge of processes, procedures, and standards to assist IF/MPS professionally and efficiently. These process of project preparation and implementation, MPS works in close coordination with National Development Agency, and National Procurement Commission. Therefore, the Economist will carry out relevant tasks for pre-study, project evaluation, feasibility study, ex-post evaluation, for the Infrastructure Fund. The Economist is expected to join this Study Team for project preparation, analysis, and other relevant tasks for the Feasibility Study. In particular, the role of the Specialist is to carry out preliminary review, and pre-study of project proposals, and provide recommendations on project viability, and financing options to CAFI.

II. Key functions and Responsibilities

The role of the Infrastructure Economist is to support the Major Projects Secretariat in preparation of new proposals to be considered for funding through IF, involvement in project concept preparation, drafting of Terms of Reference, pre-study, data collection, and filed trips for ex-post evaluation of completed capital projects that implemented under the Infrastructure Fund. The staff will be directly involved in assistance to the MPS-IF Study Team. The Economist will work under the leadership of the Executive Director and supervision of the Study Team Leader to undertake the following tasks:

- Assist in concept preparation for new infrastructure projects;
- Assist in drafting of terms or reference for Pre-FS, and Feasibility Study;
- Assist in preparation of the scope of works for outsourcing consultants for FS;
- Preparation of economic review, sector analysis, cost-benefit, and project evaluation;
- Preparation and review of economic justification, and appraisal for new projects;
- Participate in capacity training for the Line Ministries and Government Agencies;
- Other related tasks to support necessary works of the Study Team under MPS-IF.

III. Required Qualification & Experience

A. Qualification:

- University Degree in Economics, Finance or related field (Bachelor or Master's)

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B. Relevant Experience:

- Practical experience in **public investments** (state budgeting, strategic plans, demand, infrastructure, trade relations/import & export, investment development plans, etc.);
- Working experience with the **project evaluation**, economic modeling, and cost-benefit analysis (NPV, IRR, B/C, Payback Period, analysis of sensitivity, maintenance cost, etc.);
- Relevant experience with **project preparation: pre-study or/and feasibility study**;
- Previous experience under the government or ADB/JICA/WB would be an advantage

C. Professional Skills:

- Working discipline and timely delivery within deadline;
- Decent understanding of regulation of the Infrastructure Fund, FS Guideline, Strategic Development Plan, Master Plans, State Budget Book, and other relevant documents;
- Strong language skills. Fluency in English, both oral and written (written test will be conducted during the pre-selection for recruitment)

Selection & evaluation criteria

	Selection & evaluation criteria for the candidate	Requirements
1	University Degree in Economics, Finance or related field	Bachelor or Master's
2	Practical experience with Public Sector Investments (strategic planning, state budget, other relevant areas)	Minimum 5 years
3	Relevant experience with Project Evaluation and cost-benefit analysis (NPV, IRR, B/C, Payback Period, etc.)	Minimum 3 years
4	Relevant experience pre-study or/and feasibility study	Minimum 1 year
5	Strong writing skills (written test will be conducted during pre-selection)	English

Notes

- MPS is an equal opportunity employer committed to a diverse workplace. Women are strongly encouraged to apply;
- Only successful candidates will be contacted for the interview.



