



Business Support Center Kosovo

CALL FOR APPLICATION

Even though Kosovo works toward economic development through best practices and market reforms, the unemployment rate is yet above 30%. Based on the Agency for Employment of the Republic of Kosovo - EARK official data over 70% of the registered jobseekers are long-term unemployed where the majority of this group are youth, women, returnees, and minorities – having it very hard to enter the regular labor market through either employment or self-employment. Nowadays, considering the significant impact that the Covid-19 has had to the overall socio-economic area, the previous returnees supported with start-up creation and development are considered to be in significant difficulties to survive in the market. Given the negative impact of the pandemic on the economic development, returnees who have established a start-up and have difficulty surviving the current pandemic situation have encountered the greatest difficulties. Through this project which is funded by DIMAK/GIZ and implemented by BSCK, the previously supported returnees self-employed beneficiaries will be analyzed and assessed the needed further support to help them survive and sustain their start-ups. Business Support Centre Kosovo (BSCK) is responsible for implementing the **“Support to previous returnee start-up beneficiaries through additional equipment as a response to the Covid-19 situation, and other returnees and people at risk of irregular migration through career capacity building measures”**, funded by GIZ and implementing by BSCK.

Business Support Centre Kosovo (BSCK) is hiring qualified candidate for the following position for the upcoming project **“Support to previous returnee start-up beneficiaries through additional equipment as a response to the Covid-19 situation, and other returnees and people at risk of irregular migration through career capacity building measures”**. The following Position is:

MONITORING OFFICER

JOB DESCRIPTION:

- Develop and strengthen monitoring, inspection and evaluation procedures in line with GIZ guidelines and practices;
- Monitor all project activities, expenditures and progress towards achieving the project output;
- Monitor project beneficiaries in and after handover of tools and equipment;
- Ensure development and implementation of project monitoring plans, use of appropriate monitoring and data analysis tools;
- Provide feedback and measurable data to the Project Manager on project strategies and activities;
- Support and assist the project personnel to ensure effective project implementation;
- Provide guidance and compile project monitoring reports: monthly, quarterly, semi-annually and annually;
- Conduct regular field monitoring visits and track project indicators.

Required Skills and Experience:



- BA in Business Administration, Economics or a related field;
- Proven experience in monitoring development projects implemented by national/international bodies, and in particular of GIZ projects is considered an asset;
- Experience in designing tools and strategies for data collection, analysis and production of reports;
- Proficient in office software packages: Microsoft Office, Google Drive, statistical software etc.;
- Fluency in Albanian and English languages.

Deadline for application is: 14, March 2022

The interested applicants can apply by sending their updated CV, via e-mail address: info@bsckosovo.org, specifying in the subject the position for which you apply.