

Selection of two Albanian legal experts

Location:	Tirana, Albania
Application Deadline:	24-Nov-20 (5 p.m. Rome time)
Type of Contract:	Individual Contract
Post Level:	National consultant
Languages Required:	Albanian, English, Italian
Starting Date: (date when the selected candidate is expected to start)	9-Dec-2020
Duration of Initial Contract:	up to 100 working days for each consultant
Expected Duration of Assignment:	December 2020 – December 2021

Programme description

The bilateral Protocol for Development Cooperation 2014-2016, signed in Tirana on 12th December 2014 between the Government of Albania and the Government of Italy, confirms the priority areas of intervention of Programs supporting a sustainable, smart, and inclusive growth through actions supporting competitiveness and innovations in the following sectors: Economic Development, and Agriculture and Rural Development.

In this framework, the Italian Ministry of agricultural food and forestry policies is implementing a project to provide to the Albanian Ministry of Agriculture technical assistance services of institutional nature for supporting the implementation of Components C.1. *Legal framework*, C.4. *Support to the implementation of Rural Development measures* and C.5 *Training and Communication* of the project *Strengthening the Albanian Paying Agency (Agriculture and Rural Development Agency – ARDA)* (the Project), funded by the Italian Government with a soft loan and implemented by MARD.

The component 1 – Legal framework- intends to provide support to the Albanian Authorities in the current EU pre-accession process, by strengthening the legislative, technical and organizational capacities of relevant Public Administrations to be in line with the EU *Acquis* in the agricultural sector. The proper application of these rules includes the improvement and strengthening of the MARD, ARDA and in general the institutions dealing with the agricultural sector.

In the context of the project Agea, as implementing authority under the supervision of the Italian Ministry of agriculture is looking for two Albanian lawyers or legal experts with a strong knowledge of the Albanian agricultural legal framework.

1. KEY FUNCTIONS

Under the direct supervision of the Project Leaders – the consultant will perform the following tasks:

- Carry out an analysis and overview of the existing national legislation relevant to the Common Agriculture Policy, including IACS, and provide advice on the needs and gaps for updating the legislative framework to comply with the *acquis communautaire*;

- Carry out an overview of the existing national legislation relevant for the implementation of IPARD and provide advice on the needs and gaps for updating the legislative framework to comply with the *acquis Communautaire*.
- Define with the MARD, on the basis of the needs and gaps report of the previous activity 1.1.2, the primary legislation, implementing decrees and guidelines to be aligned to EU regulations
- Support the MARD preparing the new national legislation updated according to the advice provided and for preparing secondary legislation useful for implementation of IPA Rural Development.
- Identify with the support of MARD, the primary legislation, implementing decrees and guidelines to be aligned to EU regulations
- Prepare a programme of priorities for legislation harmonization for updating the national primary and secondary legislation and procedures.
- Support in the preparation of legal drafts:
- Carry out training sessions for MARD and ARDA staff and other interested stakeholders on the aligned legal framework.

Prohibition to carry out other activities: The selected candidate must not be in a situation of conflict of interests, even potential, that affect the impartial exercise of the functions. The Administration reserves the right to verify, under penalty of exclusion, the compliance of what has been declared in this regard by the selected subject.

2. REQUIREMENTS

Candidates will be considered eligible for selection on the basis of the following essential requirements (**point 2.1**), to be fulfilled by the deadline for applications:

2.1 Essential requirements:

- a) Being medically fit for employment;
- b) Full enjoyment of political and civil rights;
- c) Master's degree in law;
- d) Fluency in written and spoken English (C1 Level - Common European Framework of Reference);
- e) Fluency in written and spoken Italian (C1 Level - Common European Framework of Reference);
- f) Fluency in written and spoken Albanian (C1 Level - Common European Framework of Reference)
- g) At least 5 years of relevant professional experience working with international organizations, governmental and/or non-governmental aid bodies in a Legal position;
- h) Being immediately available for appointment.

2.2 Preferential requirements:

1. Postgraduate courses and/or additional training in Law;
2. Specialized training in International Cooperation and/or Development Studies;
3. Previous experience within the Italian Cooperation (DGCS, AICS).

Candidates should assess and check before submitting their application whether they fulfil all the requirements as specified in this vacancy notice, particularly those indicated under paragraph 2.1. The candidate who does not fulfil the requirements indicated under paragraph 2.1 will be automatically excluded. Professional experience indicated in the curriculum vitae are counted only from the time the candidate obtained the degree required for the position. Start and end dates of all previous positions and whether full time or part time work should be indicated in the curriculum vitae. Details of any professional experience, training, research or studies must be given on the c.v.

Candidates must be able to provide photocopies of supporting documents clearly showing duration and nature of experience upon request.

3. HOW TO APPLY

The submission of the application duly signed should indicate a reference to the vacancy announcement. The application shall be written in English and include:

1. Legally Binding Statement indicating:

- a) Name, last name, date and place of birth;
- b) Country and city of residence;
- c) Citizenship;
- d) Being medically fit for employment;
- e) Full enjoyment of political and civil rights;
- f) Absence of convictions for any criminal offence and absence of any pending criminal charge;
- g) Not being subject to legal actions concerning the application of preventive measures, administrative and civil law measures recorded in the applicant criminal record;
- h) Not being subject to ongoing legal proceedings for crimes against Public Administration;
- i) Not having been dismissed for fault by a Public Administration office;
- j) Not having any professional activity incompatible in terms of capacity and timing with this assignment;
- k) Not being in a situation of conflict of interest and a commitment by the applicant to inform AGEA of any change in this situation;
- l) Degrees obtained with date of award and name of academic Institution;
- m) Fluency in written and spoken English (C1 Level - Common European Framework of Reference);
- n) Fluency in written and spoken Italian (C1 Level - Common European Framework of Reference);
- o) Fluency in written and spoken Albanian (C1 Level - Common European Framework of Reference).

Any false declaration will incur on penal sanctions according to article 76 of Italian D.P.R. n. 445 of 28.12.2000, as subsequently amended and supplemented, facing immediate termination of the contract and loss of any wrongfully obtained benefit.

Candidates who do not fulfill the requirements from f) to k) above will be automatically excluded from the selection.

The application shall also include:

1. Curriculum vitae in English (Europass format)
2. Motivation letter in English
3. Copy of valid passport

The applicants should also provide a telephone number and an email address for communications and must notify any change occurred after the submission of the application for this vacancy.

The applications, duly dated and signed, should be submitted in pdf format to the following email address: protocollo@pec.agea.gov.it by **24 November at 5 p.m. (Rome time)**. The subject of the email must contain a reference to “**Selection of two Albanian legal experts**”.

Please note that only complete applications received within the deadline will be accepted and considered.

We encourage applicants to submit the application well before the deadline date, since heavy internet traffic or connection problems could lead to difficulties in submission. AGEA cannot be held responsible for any delay due to such difficulties.

4. EXCLUSION FROM SELECTION PROCEDURES

Applications containing the following defects will not be considered:

- a) Absence of one or more of the essential requirements;
- b) Applications not respecting the deadline, terms and modality of presentation set out in the present announcement;
- c) Application documents not signed.

5. EVALUATION OF APPLICATIONS

The selection will be conducted by a Commission, appointed by AGEA, which will first screen applications to assess whether candidates meet the essential requirements and to check the absence of reasons for exclusion. The exclusion is communicated to the interested candidates. Subsequently, the Commission assesses the candidates by assigning a maximum total score of 100 points in the following manner:

Qualifications (Education, languages, experience, competencies and preferred requirements) (Max 70 points)

- Additional academic titles than the obligatory one: up to 10 points;
- Language skills: up to 10 points;
- Professional experience: up to 40 points;
- Other qualifications of professional skills: up to 10 points.

Interview (Max 30 points)

Candidates who score at least 40 points, in the assessment of qualifications, are called for an interview following which a maximum score of 30 points is attributed. The interview takes place in audio-video connection. The interview takes place in the languages indicated by the announcement in points 2.1 and 2.2 and is aimed at assessing the candidate's wealth of knowledge and experience, the skills to carry out the assignment in question, the required language skills and anything else deemed necessary to evaluate the candidate's profile with respect to the position to be filled. The interview notice is sent by email to the address stated by the candidate at the time of application. Candidates are not entitled to reimbursement of any expenses incurred to support the interview.

Following the interview, the ranking list of endorsed candidates is drawn up of only those who have been awarded an overall score of at least 60% of the maximum attributable (60/100 points) after the interview.

Final scoring

Candidates scoring at least 60 points at the end of the process will be included in the final list of endorsed candidates valid for a period of 12 months.

Youngest candidates will be preferred in case of a final equal score.

6. RESULTS OF THE SELECTION

The candidates with the highest score in the ranking list are declared the winners. The selected candidates are informed by email. The ranking list remains valid for one year and can be extended for another year for motivated needs related to the development of the initiative. In case of renunciation of one or both winning candidates or early termination of the contract, the Administration can scroll the ranking list, if the necessary financial resources are available.

In the event of equal score, the youngest candidate will be preferred.

The ranking list is published on the AGEA website.

Remuneration: The economic treatment is daily based with a rate of 150 € per day worked.

Contract: in accordance with the Italian law

7. PROTECTION OF PRIVACY

By submitting their applications, the candidates will give their unambiguous consent to the use of their personal data for the purpose of this selection process, including sensitive data, by the staff

assigned to the custody and storage of the applications and to the use of the same for the conduct of the competition procedures.

The responsible of personal data treatment is Francesco Martinelli, responsible of ARDA Project.

8. PROTECTION CLAUSE

AGEA has the right to cancel or delay the recruitment process at any stage, for motivated reasons of opportunity connected to its organizational or financial needs.

AGEA

The responsible of ARDA Project

Francesco Martinelli