

REQUEST FOR EXPRESSIONS OF INTEREST

“Management Consultant Business Expert, Business Transformation Department (SNBT)”

AFRICAN DEVELOPMENT BANK

Avenue Joseph Anoma, 01 B.P. 1387, Abidjan, CÔTE D'IVOIRE

E-mail : IT_Recruitment@afdb.org

1. The African Development Bank hereby invites Individual Consultants to indicate their interest in the following Assignment: “*Management Consultant Business Expert, Business Transformation Department (SNBT)*”.

2. Within the Senior Vice Presidency Complex, the Business Transformation (SNBT) Department supports the Senior Vice-President (SVP) in the execution of responsibilities related to ensuring organizational effectiveness. The Department works to ensure that the Bank, as an organization, is fit for purpose and can adapt to changes in its internal and external environment. It leads on Bank-wide change management efforts as necessary and fosters an organizational culture that aligns processes and systems to deliver high impact results. SNBT leads or supports the review, establishment, and implementation of suitable internal organizational structures, systems, business processes, policies, procedures, methods, and information technology for effective implementation of strategic objectives championed by Senior Management to achieve measurable improvements in efficiency, effectiveness, and stakeholder satisfaction.

The main goal of this consultancy is to support the coordination of the implementation of the Transformation Agenda initiatives led by the Business Transformation Department (SNBT).

Under the overall guidance of the Director, SNBT, the consultant’s duties will include the following:

- Contribute to the preparation of ad hoc or periodic write-ups or reports on the activities and achievements of the department.
- Contribute to the coordination of the various business transformation activities led by the department.
- Support change management efforts including communication and training activities.
- Coordinate efforts with other internal and external stakeholders.
- Perform other front office duties as assigned by the Director of the department.

3. PROFILE OF THE CONSULTANT

- Hold at least a master’s degree in business administration, statistics, economics, development studies or related disciplines.

- At least ten (10) years of relevant and progressive professional experience in Finance, development work, or any related fields. Prior business transformation experience in the AfDB, similar MDBs or private sector will constitute a key success factor for delivery in this role.
 - Sound understanding of the AfDB's business and operational needs with proven capacity to innovate and promote change initiatives in policies and processes in large organizations.
 - Ability to exercise sound judgement and creativity in identifying options and risks in order to escalate issues that have the potential to have a significantly adverse effect on the organization both in financial and employee relations terms.
 - Demonstrated ability to produce high quality work on a variety of issues with very short deadlines, to take prudent risks and make effective and timely decisions.
 - Competence in the use of Bank standard software applications (Word, Excel, PowerPoint), Knowledge of SAP is highly desirable.
4. The **African Development Bank** invites Individual Consultants to indicate their interest in providing the above-described services. Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this Assignment (**CV, reference to similar services, experience in similar assignments, etc.**).
 5. The eligibility criteria, the establishment of a short list and the selection procedures shall be in conformity with the Bank's procedures for the acquisition of consulting services funded by the administrative or capital expenditure. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.
 6. The estimated duration of services is **twelve (12) months**, and the estimated starting date is **15 June 2023**.
 7. The work will be carried out remotely as access to AfDB premises is restricted.
 8. Interested Individual Consultants may obtain further information at the address below during the Bank's working hours: from 08:00 to 17:00 hours, Abidjan Local Time.
 9. Expressions of interest must be received by email at the address below no later than **26 May 2023 at 17:00 hours, Abidjan local time** and specifically mentioning "**Management Consultant Business Expert, Business Transformation Department (SNBT)**".

For the attention of: **IT Recruitment Team**

African Development Bank
Avenue Joseph Anoma, 01 B.P. 1387,
Abidjan, CÔTE d'IVOIRE
Email: IT_Recruitment@AFDB.ORG

10. ESTABLISHMENT OF THE SHORT LIST

A shortlist of three to six individual consultants will be established at the end of the request of expressions of interest. The consultants on the shortlist will be judged on the following criteria on the basis of their updated resume.

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| i. | Level of education in general | 20% |
| ii. | Educational level compared to the field of mission | 20% |
| iii. | Years of experience in general | 20% |
| iv. | Number of years of experience relevant to the mission | 40% |