



International Organization for Migration (IOM)
The UN Migration Agency

CALL FOR APPLICATIONS

Open to Internal and External Candidates

Ref/VN No : **CFA 2021/001 UZ**
Position Title : **Consultant for SDC and Training Development**
Duty Station : **Home-based with two travels to Uzbekistan**
Contract Type : **Short Term Consultancy**
Duration : **10 February to 31 August 2021**
Estimated Start Date : **As soon as possible**
Closing Date : **25 January 2021**

Nature of the consultancy:

DEVELOPMENT OF SKILLS DEVELOPMENT CENTRE BLUE-PRINT AND TRAINING MODULES

IOM project to which the consultancy is contributing: 'Establishing a Pilot Skills Development Centre for Potential Labour Migrants in Uzbekistan' project (IDF).

Background:

The 2030 Agenda for Sustainable Development recognizes that migration is a powerful driver of sustainable development, for migrants and their communities. It brings significant benefits in the form of skills, strengthening the labour force, investment, and cultural diversity, and contributes to improving the lives of communities in countries of origin through the transfer of skills and financial resources.

The Global Compact for Safe, Orderly and Regular Migration (GCM) also calls on nations to invest in skills development and facilitate mutual recognition of skills, qualifications, and competences.

The main challenges migrants face in accessing quality training and decent jobs include *(i)* the mismatch and under-utilization of skills, a lack of employment or training opportunities, and *(ii)* lack of information about training programmes and labour market opportunities. Due to tighter restrictions on low skilled and unqualified labour migration in many countries of destination, low-skilled individuals are also more likely to migrate irregularly. As undocumented migrants, they are especially vulnerable to exploitation since they fear job loss, incarceration, and deportation. Therefore, they tend to work in the informal economy where they lack access to social and legal protection.

Migrants, at all skills levels broaden the pool of available skills. Larger labour supply, in turn, may lead to better skills matching which translates into improved productivity.

With the overall objective to contribute to safe and orderly migration by means of providing access to up-to-date skills development and orientation and, thus, reducing instances of irregular migration and vulnerability

of migrants to abuse and exploitation, the International Organization for Migration (IOM) developed the 'Establishing a Pilot Skills Development Centre (SDC) for Potential Labour Migrants in Uzbekistan' project, which is being implemented with donor support from the IOM Development Fund (IDF).

To support this project, IOM is seeking an international consultant to elaborate the SDC blue-print and training modules on (a) hotel receptionist, (b) housekeeping, (c) country specific orientation of labour migrants, as well as to assist in developing the list of equipment and other inventory to be installed at the SDC. Tasks to be performed under the contract:

1. Elaborate the SDC blueprint, considering the good foreign practices, in particular those of the Philippines, Viet-Nam and other countries with internationally acknowledged good practices in this sphere.
2. Based on similar materials developed for prospective migrants in other countries, elaborate gender-inclusive training modules on the following, which should consist of in-class learning, practical assignments, and exam/assessment:
 - a) hotel receptionist (expected to last 7-8 weeks (excluding Saturdays and Sundays) with 6 hours of learning per day),
 - b) housekeeping (expected to last 7-8 weeks (excluding Saturdays and Sundays) with 6 hours of learning per day),
 - c) country specific orientation of labour migrants (expected to last 5 weeks (excluding Saturdays and Sundays) with 6 hours of learning per day, and should cover at least 4 destination countries: Russian Federation, Turkey, United Arab Emirates, and Qatar),In performing the aforementioned tasks, the Consultant is expected to take into consideration the good foreign practices as well as standards and employers expectation in main destination countries for Uzbek labour migrants, in particular, but not limited to, those in the Russian Federation, Turkey, United Arab Emirates, and Qatar.
3. Assist in elaborating the list of appropriate equipment and supplies to be procured for installation at the SDC.
4. Conduct training-of-trainers (ToTs) for SDC staff and trainers involved in arranging and delivering the training modules to potential migrants.
5. Perform two visits to Uzbekistan (Tashkent, Namangan) to:
 - a) Conduct onsite familiarization with the project, including the SDC venue, and meetings with IOM and its national partners;
 - b) Conduct ToTs for SDC staff and trainers, as well as to meet with IOM and its national partners.
6. Elaborate recommendations to replicate the SDC in other regions of Uzbekistan, as well as to advise on possible upgrade of a Migrant Training Mono-Centre '*Ishga Marhamat*' run by the Ministry of Employment and Labour Relations of Uzbekistan.
7. As required join necessary (online) meetings and tele/videoconferences with IOM, government officials, SDC management and/or other stakeholders.

Tangible and measurable deliverables:

1. Within the first visit to Uzbekistan, an SDC blue-print concept is discussed with IOM and its national partner, namely the Ministry of Employment and Labour Relations of Uzbekistan – *tentatively by February 15, 2021.*
2. The first SDC blue-print draft and detailed workplan for the consultancy are produced and submitted to IOM for review – *tentatively by March 15, 2021.*
3. The SDC blue-print is finalized taking into consideration feedback and comments from IOM and its national partner – *tentatively by April 20, 2021.*
4. Assisted in elaboration of the list of appropriate equipment and supplies to be procured for installation at the SDC – *tentatively by April 20, 2021.*

5. Training modules on (a) hotel receptionist, (b) housekeeping, and (c) country specific orientation of labour migrants (duration of each module is indicated above), are drafted using the available good foreign practices, and submitted to IOM for review – *tentatively by June 30, 2021.*
6. Training modules on (a) hotel receptionist, (b) housekeeping, and (c) country specific orientation of labour migrants, are finalized taking into consideration feedback and comments from IOM and its national partner – *tentatively by July 30, 2021.*
7. Within the second visit to Uzbekistan, a list of recommendations to replicate the SDC in other regions of Uzbekistan provided, as well as advice on possible upgrade of a Migrant Training Mono-Centre ‘*Ishga Marhamat*’ run by the Ministry of Employment and Labour Relations of Uzbekistan delivered, within a meeting with the national partner – *tentatively by August 20, 2021.*
8. Within the second visit to Uzbekistan, three ToTs are conducted for SDC staff and trainers – *tentatively by August 25, 2021.*

Necessary Qualifications, Experience and Competencies:

1. Education

- a) University degree in skills development, hospitality/hotel management, or another relevant field.
- b) Postgraduate degree in relevant field is advantageous.

2. Work experience

- c) Extensive and proven experience in capacity building, skills development, advisory services on establishing and running training centers.
- d) Knowledgeable about labour migration trends, skills match and labour market demands and employers’ requirements in main destination countries for Uzbek labour migrants, in particular, but not limited to, those in the Russian Federation, Turkey, United Arab Emirates, and Qatar.
- e) Possesses good knowledge of establishing, maintaining, and upgrading similar training facilities in the Philippines, Viet-Nam, and/or other countries with acknowledged good practices in the field.
- f) Knowledgeable in various training and assessment methodologies.

3. Other

- g) Well-versed in communicating with a wide range of stakeholders, including government entities, training facilities.
- h) Proficient in narrative and other various report writing in English.
- i) Effective communicator, both orally and written.
- j) Relevant work experience in the Philippines, Viet-Nam and/or other countries with acknowledged good practices in the field is advantageous.
- k) Availability to undertake the defined tasks immediately.
- l) Demonstrated outstanding time-management and inter-personal skills.
- m) Ability to work independently with the regular and open communication and coordination with IOM.
- n) Flexibility and ability to work in a deadline-driven environment.
- o) Computer literacy with ability to operate Windows and Microsoft Office applications.
- p) Ability to establish and maintain effective and constructive working relationships with people of different national and cultural backgrounds while maintaining impartiality and objectivity.

Languages

Fluency in oral and written **English** is required.

Other

Any offer made to the candidate in relation to this call for application is subject to funding confirmation. Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances as may be needed.

How to apply

Interested candidates are invited to submit their application, Curriculum Vitae (CV) and remuneration expectation via stoshbaev@iom.int by **25 January 2021** at the latest, referring to this advertisement. Only shortlisted candidates will be contacted.

Posting period: From 07.01.2021 to 25.01.2021