

**REQUEST FOR EXPRESSION OF INTEREST
REPUBLIC OF TAJIKISTAN**

Fourth Phase of the Central Asia Regional Links Program (CARs-4) (P166820)

The Government of the Republic of Tajikistan has received financing from the World Bank toward the costs of the Fourth Phase of the Central Asia Regional Links Program - Sugd Oblast and GBAO (CARs-4).

Ministry of Transport of the Republic of Tajikistan intends to hire a number of specialists to assist the Project Implementation Group under the Ministry of Transport in the implementation of the CARs-4 Project, namely:

1) Office Manager (1);

PIG CARs-4 under the Ministry of Transport of the Republic of Tajikistan hereby invites highly qualified specialists to take part in the bid.

Qualification requirements for candidates:

- Higher education in humanitarian sciences (management, business administration, foreign languages, etc).
- General work experience as an office-manager and/or translator and/or interpreter not less than 5 years.
- Work experience as an office-manager and/or translator in projects financed by international donors not less than 3 years.
- Good knowledge of Tajik and Russian languages.
- Excellent knowledge of English language is mandatory.
- Good PC skills.

Candidates have to submit the following documents:

- Letter of interest addressed to the director indicating the desired position;
- CV in Russian and English;
- copies of education documents (diploma, certificates, etc.);
- copy of work book.

More detailed information and terms of reference can be obtained at the following link:

1. Office Manager (1); <https://cloud.mail.ru/public/R1Ly/ZJLQ96V2B>

Request for expressions of interest must be submitted to the address below (in person, by mail, fax or email) until 16:00 – April 24, 2023.

Nematzoda Farrukh

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