

Advertisement for the Position of PROJECT MANAGER in the Project of the Assessment of Public Passenger Transport Services by Rail in Croatia and the Design of the Public Service Contract

HŽ Infrastruktura d.o.o., as part of the Sustainable Croatian Railways in Europe Project financed through a World Bank loan, is advertising for an individual consultant for the position of PROJECT MANAGER for the Project of the Assessment of Public Passenger Transport Services by Rail in Croatia and the Design of the Public Service Contract (SUCRE-HZI-CS-Individual Consultant-08).

The Project Manager shall carry out the following activities:

- Manage the project on a day-to-day basis;
- Organize, coordinate, supervise and follow up all project/Contract activities in a timely, efficient and transparent manner with all relevant stakeholders included in the Contract (Steering Committee, Project Coordinator, Working Group, etc.);
- Ensure that all activities are carried out according to the provisions of the Project with the selected consultant, Croatian legislation and regulations, and according to Project procedures;
- In cooperation with the Ministry of the Sea, Transport and Infrastructure, on the basis of the technical elements prepared by the Consultant, participate in the preparation of the Public Service Obligation (PSO) Contract taking care that it is in harmony with EU *acquis communautaire* and Croatian regulations;
- Monitor contracting procedures and prepare documentation for bringing laws to confirm the PSO Contract;
- Review proposed key indicators of business activities on the basis of comparisons proposed by the Consultant and made available by the railway company;
- Coordinate and supervise administrative, technical and communication activities necessary for successful Project implementation;
- Provide assistance and support to all relevant stakeholders and project beneficiaries in all areas related to Project implementation;
- Closely cooperate and communicate with all relevant stakeholders, and project beneficiaries in designing and implementing Project activities according to Project documents/Contract in the best way, to accomplish the maximum benefit and positive impact for Project beneficiaries;
- Provide a monthly report on the job done as well as report on project progress to MSTI and the Steering Committee;
- Be responsible for monitoring the performance of each Project component;

The Project Manager should:

- Hold a Bachelor's or Master's degree and possess relevant experience and training in the economic, transport or legal field
- Have a minimum of 6 years working experience
- Have a minimum of 3 years relevant international project management experience
- Have experience and an understanding of project management procedures, such as financial management and analysis, business planning and project evaluation, as well as institutional reforms
- Have knowledge of the railway system and provision of passenger transport services
- Have excellent knowledge of spoken and written English
- Be computer literate

The Terms of Reference are available below.

All interested candidates should send their application and CV by email by noon, 21st August 2017, local time to:

iva.mrsonastic@hzinfra.hr

Contact details:

Tel: 01/ 378 3308

Fax: 01/ 457 7587

Terms of Reference
for the Project Manager in the Project of the Assessment of Public Passenger Transport Services by Rail in Croatia and the Design of the Public Service Contract

1. Background

Sustainable Croatian Railways in Europe Project

In May 2015, the World Bank approved three loans to the railway sector totalling EUR 163.5 million, of which EUR 43 million to HŽ Putnički prijevoz d.o.o. (HŽP), EUR 41.5 million to HŽ Cargo d.o.o. (HŽC), and EUR 79 million to HŽ Infrastruktura d.o.o. (HŽI). All loans are part of the "Sustainable Croatian Railways in Europe Project" (SUCRE). In the scope of SUCRE, the World Bank has granted a loan to HŽI (IBRD Loan no. 8500 - HR), amounting to EUR 79.0 million, to assist in the financing of the restructuring of HŽ Infrastruktura d.o.o. HŽI also has the fiduciary responsibility for the implementation of the EUR 2.6 million component of the Ministry of the Sea, Transport and Infrastructure (MSTI), provided under the same loan.

The main development objective of SUCRE has been to improve the operational efficiency and the financial sustainability of the public railway sector in Croatia. It comprises 4 components, of which Components 1 and 4 refer to HŽI. Component 1 involves two parts: (1) Asset Management Support (EUR 1 million) and (2) Support to the MSTI in project coordination and sector policy (EUR 1.6 million). The objective of this component is to assist MSTI in enhancing its institutional capacity as the coordinator of the railway sector in order to improve sector management.

Project of the Assessment of Public Passenger Transport Services by Rail in Croatia and the Design of the Public Service Contract

The aim of the Project is to support the Government of the Republic of Croatia (the Ministry of the Sea, Transport and Infrastructure and the Ministry of Finance) in organizing, in line with EU directives and practices, all railway lines for passenger transport as a commercial service, for which the government requires external services to reach the following goals: (i) regulating the mutual rights and liabilities between MSTI and HŽP for the purpose of ensuring the continuity and regularity of the provision of services of general economic interest; (ii) defining and managing the contract, ensuring that the due liabilities arising from the state budget do not enable excessive fees; (iii) enabling the company to optimize its business activities based on the parameters and the nature of the allocated exclusive rights.

The consultancy services for the Project are to be provided to the Ministry of Sea, Transport and Infrastructure (MSTI), which has the overall responsibility for the implementation and coordination of the Project. The procurement process for the selection of the consultant for the implementation of the Project was launched in 2016 and is expected to be finalized in July 2017. The consultant is to be mobilized immediately upon the signing of the Contract between HŽI and Consultant (Contract).

2. Objectives

The Project Manager will be responsible for the overall management and coordination of the Project on behalf of the Employer (HŽI) and beneficiaries (MSTI). She/he would be responsible for the quality of the technical, operational, organizational and administrative activities needed for efficient project implementation. She/he must have knowledge in the field of provision of railway services, knowledge of the legal EU and Croatian regulation and knowledge of the English and Croatian languages.

3. Scope of Work

The Project Manager shall carry out the following activities:

- Manage the project on a day-to-day basis,
- Organize, coordinate, supervise and follow up all project/Contract activities in a timely, efficient and transparent manner with all relevant stakeholders included in the Contract (Steering Committee, Project Coordinator, Working Group, etc.);
- Ensure that all activities are carried out according to the provisions of the Project with the selected consultant, Croatian legislation and regulations, and according to Project procedures;
- In cooperation with MSTI, on the basis of the technical elements prepared by the Consultant, participate in the preparation of the PSO Contract taking care that it is in harmony with EU acquis communautaire and Croatian regulations;
- Monitor contracting procedures and prepare documentation for bringing laws to confirm the PSO Contract;
- Review proposed key indicators of business activities on the basis of comparisons proposed by the Consultant and made available by the railway company;
- Coordinate and supervise administrative, technical and communication activities necessary for successful Project implementation;
- Provide assistance and support to all relevant stakeholders and project beneficiaries in all areas related to Project implementation;
- Closely cooperate and communicate with all relevant stakeholders, and project beneficiaries in designing and implementing Project activities according to Project documents/Contract in the best way, to accomplish the maximum benefit and positive impact for Project beneficiaries;
- Provide monthly report on the job done as well as report on project progress to MSTI and the Steering Committee;
- Be responsible for monitoring the performance of each Project component;

The Project Manager will directly report to the Steering Committee and the MSTI Project Coordinator.

4. Deliverables

The Project Manager shall be responsible for the following deliverables:

- Overall project implementation in a timely, cost effective, high quality and transparent manner;
- Efficient functioning of the project team involving HZP, HZI and MSTI staff;
- Consequent application of Project procedures and Croatian legislation and regulations;
- Regular monthly reporting to MSTI

5. Length of assignment

The initial contract under this TOR will be concluded for the duration of Project implementation, subject to the Consultant's satisfactory performance and the business needs of the Client.

6. Qualifications

The Project Manager should:

- Hold a Bachelor's or Master's degree and possess relevant experience and training in the economic, transport or legal field

- Have a minimum of 6 years working experience
- Have a minimum of 3 years relevant international project management experience
- Have experience and an understanding of project management procedures, such as financial management and analysis, business planning and project evaluation, as well as institutional reforms
- Have knowledge of the railway system and provision of passenger transport services
- Have excellent knowledge of spoken and written English
- Be computer literate

7. Input to be provided by the MSTI

The Employer will provide the Project Manager with office space and facilities.