



Ministry of Environment

Male', Republic of Maldives.

ދިވެހިރާއްޖޭގެ ސަރުކާރުގެ ގެޒެޓް އޮފީސް
މާލެ، ދިވެހިރާއްޖެ

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Recruitment of a National Meteorological Integration Specialist for Implementation of an integrated meteorological and climatological information and decision support system at the Maldives meteorological services and developing a wave forecasting system for Maldivian Archipelago

Terms of Reference

1. BACKGROUND

Ministry of Environment has received assistance from Italian Ministry of Environment, Land and Sea and towards strengthening climate actions in the Maldives. The Ministry intends to invest part of the proceeds to build the early warning capacity of Maldives Meteorological Service (MMS), thereby implementing an integrated meteorological and climatological information and decision support system at MMS and developing a wave forecasting system for Maldivian Archipelago. The aforementioned projects are expected to be implemented in collaboration with technical institutes of Republic of Italy such as ENEA.

The Ministry is seeking a national Meteorological Integration Specialist to ensure timely implementation of project activities.

2. OBJECTIVES OF ASSIGNMENT

The primary responsibility of the National Meteorological Integration Specialist is to prepare technical information required by ENEA and MMS as well as drafting of technical reports which is required for successful implementation of the projects. In addition, National Meteorological Integration Specialist will be responsible to draft progress reports and provide necessary support for successful implementation of the project activities.

The candidate should be highly motivated, enthusiastic, and able to work independently. He/she should have a strong management and communication skills related to the field.

3. TASKS OF THE NATIONAL METEOROLOGICAL INTEGRATION SPECIALIST

The scope of the assignment will include but will not be limited to the following:

- Play a leadership role in implementation of the aforementioned programs;
- Conduct a stock-take assessment on the existing baseline data required of the integration

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project

- Provision of support to develop a report on wave forecasting system in the area around Maldivian archipelago based on existing literature and technical guidance from MMS and ENEA.
- Develop a report on available data to use as boundary conditions and forecasting for the wave model;
- Develop a report describing case studies and model validation;
- Operational management of the project components in accordance with the Project Plan to be prepared in consultation with MMS;
- In collaboration with the Project Director and Stakeholder agencies, ensure all implementation arrangements of activities of the project component are carried out smoothly;
- Carryout the necessary logistical operations smoothly to ensure timely delivery of project components;
- Identification and resolution of implementation problems, with the guidance of the Project Director and Project Team;
- Provide overall Coordination/Supervision to the Contractors and/or Consultants and ensure timely delivery of the project outputs in accordance with the contract agreements;
- Supervise and provide technical input so that project activities and tasks are carried out as per the agreements, ToRs and Action plans in a timely manner.
- Visit project sites and report back on the status of site activities to the project director.
- Ensure information, reports and other documentation requested by the Project Director for review and/or for presentation to Steering and Technical committees are provided in a timely manner;
- Ensure all relevant information, documents, financial and technical reports are made available regularly for review during review missions, by independent reviewers and/or review by other relevant Authorities of the Government.
- Prepare and revise project component activities and financial plans and ensure information/reports such as annual work plan, annual project review reports, project progress reports, bi-annual reports, quarterly reports etc. and other documentation requested by MMS or funding agency for review and/or for presentation are provided in a timely manner.
- Regularly report to and keep the Project Director and MMS up-to-date on project progress and implementation issues.

4. KEY DELIVERABLES

The National Meteorological Integration Specialist should provide the following deliverables:

- Stock-take assessment on the existing baseline data;
- Report on wave climatology in the area around Maldives Archipelago;
- Report on available data to use as boundary conditions and forcing for the wave model;
- Report on the wave modelling system for the area around Maldives Archipelago;
- Report describing case studies and model validation



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5. QUALIFICATION CRITERIA

The National Meteorological Integration Specialist should have knowledge, skills and previous experience as follows:

- Graduate in meteorology, climatology, oceanography or environment management or other related fields
- At least 5 years of relevant experience at national or international level preferably in environmental and meteorological field
- Relevant experience in the field of weather forecasting, including excellent knowledge of oceanography of the Maldives will be an added advantage
- Demonstrated ability to manage and supervise project activities
- Demonstrated ability to work in a team.
- Substantial experience in Government and in interdepartmental procedures
- Excellent inter-personal, communication and negotiating skills
- Previous work experience in the country on issues relevant to the project
- Ability and willingness to travel within the Maldives
- Demonstrable skills in office computer use – word processing, spread sheets etc.
- Excellent verbal and written skills in Dhivehi and English

6. REPORTING

The National Meteorological Integration Specialist is expected to work at MMS and will report directly to Project Director appointed by MMS.

7. CONTRACT DURATION

The contract duration will be **24 months** from the commencement of the assignment, with possibility of extension if required.

SELECTION CRITERIA

The National Meteorological Integration Specialist will be selected based on the following criteria.

Rating Criteria	
Criterion	Rate
Academic qualifications	30 points
Experience with donor funded project	15 points
Experience working in meteorology and environmental field	15 points
Interview	40 points

8. REMUNERATION

The selected consultant will be provided a monthly fee of Maldivian Rufiyya 25,300.

9. APPLICATIONS

Interested consultants may submit **expressions of interest** with the following.



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- Cover Letter
- Curriculum Vitae (CV) of the consultant indicating the previous experiences on similar works performed in the past with reference letters;
- Academic qualifications documents;
- Copy of National Identification Card
- Letter of no objection from the supervisor (if the applicant is a current civil servant)

10. SUBMISSION

Interested consultants may submit their proposals on or before **13:00 hrs 18th July 2019**, to the following address.

Maldives Meteorological Service
Velana International Airport
Hulhule'
Republic of Maldives

