**The *Global Program Combatting Illicit Financial Flows*** objective is to ensure the conditions for the inter-sectorial, inter-state and inter-regional fight against illicit financial flows into and from developing and emerging countries have improved. The Global Program Combatting Illicit Financial Flows (GP IFF) is implemented from January 2019 to January 2022 and commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ) with a total cumulative budget of 10.5 Million EUR. The programme is implemented in several hubs, in Latin America, in East and Southern Africa, North and Western Africa and in the Western Balkan. As of mid-2019 the Program’s Western Balkan portfolio receives additional funding from the Norwegian government to scale up its activities in the region. The seat of the Western Balkan Hub is in Skopje, North Macedonia.

The GP IFF strengthens the cross-sectoral fight against IFF on national, regional and international level. Its holistic approach covers four areas of intervention

(1) Prevention: The programme supports development of coherent strategies relating to implementation of global anti-money laundering and transparency standards, such as enforcing due diligence procedures and establishing beneficial ownership registers and adoption of Risk Based Compliance measures.

(2) Financial investigation: The programme assists relevant authorities in partner countries to adopt new methods and techniques to investigate IFF by re-orienting investigations beyond the predicate offence to focus on the proceeds crime; cross border investigations and implement international standards regarding law enforcement cooperation.

(3) Asset Recovery: To ensure that crime ‘does not pay’, the programme supports recovery of assets stolen in developing and emerging countries by fostering collaboration among law enforcement and other agencies at local, regional and global level.

(4) Inter-ministerial Cooperation: To enable coherent agenda setting for German ministries and partner countries in national policies and international fora, the programme supports inter-ministerial dialogue in Germany and in partner countries.

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, Global Program Combating Illicit Financial Flows project in the office in Skopje, offers the following vacancy:

**Junior Advisor, North Macedonia / Western Balkan**

**Duration:** September 2019 until January 2022

**Weekly working hours:** **40**

**Overall purpose of the assignment**

The junior advisor provides contextual and technical support to the Regional coordinator of Western Balkan Hub, the other experts and advisors.

**Main tasks and responsibilities:**

**Project implementation**

* Assists in planning and preparation of workshops, trainings and conferences
* Develops, compounds training materials for the events
* Coordinates travel, accommodation and transfer requirements for the staff and closely liaises with the project assistant
* Accompanies the regional coordinator or advisor or other team members for meetings and project representation
* Provides support for sustainable project monitoring and evaluation
* Moderates team meetings in connection with the programs activities when agreed with supervisor or regional coordinator
* Drafts media analyses, distributes PR materials on the project
* Assists short-term experts in completing their tasks

**Research**

* Prepares and carries out research assignments in consultation with the manager and the regional coordinator

**Knowledge management**

* Puts together an overview of project activities, deadlines and presents this regularly at team meetings
* Supports project monitoring and updates information on project progress, documents and reports regularly on the status of results
* Assists in drawing up reports and translations or acts if needed as interpreter/translator
* Assists in communicating, updating and collecting information as necessary within the project implementation
* Assists in maintaining accurate and updated information for the project internal documentation
* Support the internal communication within the GP IFF
* Gets familiar with the other GP IFF programme components and GIZ bilateral and regional programs and measures, concepts and status of implementation and know the corresponding experts and staff

**Qualifications**

* University degree in Law / Political sciences /Journalism

**Professional experience**

* Relevant experience (academic or practical) in working with law enforcement or related administrative authorities, judiciary or other state authorities;
* Relevant experience in working or collaborating with international organisations and nongovernmental organisations, media organisations and similar;
* Specific experience (internship or similar) in the area anti- money laundering, organised crime and corruption or tax and other economic crimes would be an advantage

**Other knowledge, additional competences**

* Knowledge of the national context, regional development and international development in the field of anti-money laundering and countering financing of terrorism, organised crime and corruption and similar fields
* Good knowledge of ICT technology and computer applications
* Excellent spoken and written command of Macedonian and English language
* Knowledge of the Albanian language would be an advantage
* Knowledge of the German language would be considered as an advantage
* Team oriented, cooperative and collaborative
* High motivation, performance-oriented, keen perception and solid analytical skills

**Location**

The office in Skopje.

Interested candidates are invited to submit their electronic application in English language consisting of a letter of motivation and CV in English using the [‘European Curriculum Vitae Format’](http://www.ear.eu.int/jobs/main/documents/CV-EN.doc) and references to [hr-nordmazedonien@giz.de](mailto:hr-nordmazedonien@giz.de)

**Subject of the email:**  **REF: Application for Junior Advisor, North Macedonia / Western Balkan**

**Deadline for the application:  01.09.2019**