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INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 3rd August 2015

Duty Station: UNDP Samoa – National Consultant

Description of the assignment: Consultancy Services – UNDP is hiring a **Data Analyst** to work as part of a team of specialists that will be developing the IWMP for the Greater Apia Area and be responsible for assisting that team with data collection and analysis related to the IWMP.

Period of assignment/services: 50 working days

Effective Date of Contract: End of August 2015

Application deadline: 14th August 2015

Please apply online and submit relevant documents to: jobs.undp.org. **When uploading proposal on undp jobsite , always upload them as 1 document altogether.**

- **CV (template)** and what time you are available from
- **3 Professional references most recent**
- **A brief methodology** on how you will approach and conduct the work
- **Financial Proposal (template)** specifying the daily rate and whether per diem is included
- **Letter of Interest and Availability (template)** summaries all details required

Please visit the procurement website to download copy of the TOR and relevant templates to assist with your proposal: <http://procurement-notices.undp.org>

Evaluation: Selection will be based on a combination of the applicant's qualifications and financial proposals. (Technical criteria weight – 60%; financial criteria weight – 40%)

Any request for clarification must be sent in writing, or by standard electronic communication to this email; procurement.ws@undp.org