

## **TERMS OF REFERENCE FOR THE RECRUITMENT OF CONSULTANTS**

### **FOUR (04) CLEANERS FOR THE RP OFFICES FOR THE NORTH WEST REGION (02) AND SOUTH WEST (02)**

**START DATE OF WORK: AS SOON AS POSSIBLE**

#### **CONTEXT**

The crisis in the Northwest and Southwest regions of Cameroon started in 2016 with lawyers and teachers strike, claiming common law system implementation and improvement of work conditions. From these social claims, the context shifted to political rights claims witch revamps previous and consistent claims of territorial autonomy and separation. The crisis has so far affected the North West and South West regions in many ways, socially, economically, and otherwise. In order to resolve the crisis, the President of the Republic called for a Major National Dialogue in 2019. Among other recommendations, the Major National Dialogue recommended the Reconstruction of the North-West and South-West regions.

The Government of Cameroon and UNDP collaborated in the formulation of the Presidential Plan for Reconstruction and Development (PPRD) of the North-West and South-West regions to be undertaken in different phases, with the first being the Recovery Program entrusted to the UNDP's implementation. This has resulted in the setting up of regional offices in the North West and the South West Regions.

In order to ensure the daily maintenance of the North West and South West offices, the services of two (04) cleaners, 02 men and 02 women are highly needed. Thus, we are recruiting two (02) cleaners for the Bamenda office of the Recovery Program, and two (02) for the Buea Regional Office.

#### **DUTY AND RESPONSIBILITIES OF THE CLEANERS**

Under the direct supervision of the Operations' Assistant, the cleaners shall ensure the cleanliness of the office on a daily basis as follows:

1. The **male** cleaner shall be in charge of the down floor of the building as well as the yard inside and out of the fence
2. The **female** cleaner will be responsible for the upper floor, the staircase, and the rails.

3. The cleaners will work from 8 am to 4 pm

## **CORPORATE COMPETENCIES:**

The cleaners shall demonstrate high sense of integrity and promote the UN's values and ethical standards

They shall display cultural, gender, religion, race, nationality and age sensitivity and adaptability

They shall treat all people fairly and respectfully in the process of the execution of their functions.

## **LEVEL OF EDUCATION :**

Minimum GCE Ordinary Level

## **LANGUAGES :**

- Fluent in English,
- Good understanding of French

## **FILE CONSTITUTION**

- A handwritten letter of motivation
- A photocopy of birth certificate
- A copy of Diploma
- A Non-conviction dated not more than three (03) months
- A Curriculum vitae

Files should be dropped from Monday to Friday between the hours of 8 am to 2pm

At the UNDP Regional Office for the South West situated at Tuborg Junction – Federal Quarters - Buea

At the UNDP Regional Office for the North West beside the Court of First Instance Bamenda.

**NB: Only re-selected candidates shall be invited for interview in the Regional offices.**