

Request for Expression of Interest GE/CON 002-2024

Estimated Start Date:	1 September 2024
Deadline for Applications:	15 August 2024
Duration and workload:	Part-time assignment, 3 months (tentative period: 1 September 2024 – 30 November 2024)
Type of Contract:	Consultancy Contract
Location:	Tbilisi, Georgia

Qualified Expert on the Re-organization and Development of Georgia’s Readmission Case Management System (RCMS)

The International Organization for Migration (IOM), Mission to Georgia is looking for a highly qualified expert to coordinate the re-organization and development of Georgia’s Readmission Case Management System (RCMS) and Consular E-Services Portal.

Project concept and scope:

This assignment will be implemented as part of the IOM Project “Effective Migration Governance for Sustainable Return and Reintegration of Georgian Citizens”, which is funded by the Swiss Secretariat for Migration and is part of the overall project “Border and Migration Management Action in Georgia”, which is funded by the EU and covers 3 years of programme implementation (2022 – 2024).

Since 2010, IOM has delivered comprehensive technical and institutional support to the Georgian MFA and MIA on readmission management under the above-mentioned and five preceding EU-funded projects. Based on new developments and Georgia’s consistently expanding cooperation with EU Member States and EU Agencies, IOM in coordination with the MFA and MIA will focus on the following activities:

- a) Elaboration of a **business plan** for the addition of a new sub-module to the existing architecture of the RCMS, which shall regulate the cooperation between the Georgian side and relevant EU Agencies and EU/Schengen Zone Member States concerning the implementation by EU Agencies and EU/Schengen Zone Member States of return movements of citizens of Georgia and third-country nationals to Georgia. This business plan shall identify in full detail and step-by-step the procedural aspects of afore-mentioned cooperation and how the new module shall be integrated into the already existing IT infrastructure of the RCMS.
- b) Support the MFA Consular Department in **pilot-testing** this new module, including by means of identification of technical flaws and proposal of necessary amendments in order to fix those flaws, implemented in close coordination with the Consular Department and IT Service of the MFA, and in consultation with the MIA Migration Department.

Responsibilities and Required Qualifications / Work Experience

The expert as identified through a competitive process will be responsible for the following tasks:



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- Develop a business plan indicating how the new sub-module in the RCMS for cooperation with European Union Agencies and EU Member States shall be constructed and integrated in the overall RCMS architecture and its procedural workflows.
- Provide expert guidance to the IT company that IOM will hire on a separate contract for the purposes of developing this new sub-module from the technical angle, ensuring that the procedural workflows and compatibility and integration with other RCMS modules are fully protected.
- Coordinate the whole implementation of this technical re-organization process through close coordination with the MFA's Consular Department and IT Service.

Profile requirements:

- The expert to be identified shall have demonstrable knowledge and skills, as well as at least 5 years of demonstrable experience in the field of analysis and development of IT solutions (including Business Analysis skills), the implementation of those IT solutions in procedural workflows and coordination with governmental stakeholders.
- The expert shall have demonstrable knowledge and professional expertise in the field of readmission management, including the processing of readmission applications in electronic format.
- The expert shall have a thorough understanding of consular functions as processed through the Consular E-Service Portal (www.geoconsul.gov.ge) and how those interact with readmission management.
- The identified expert is expected to have a native command of the Georgian language and solid knowledge of English in the areas of readmission management and IT solutions.

The end product will consist of demonstrable changes in the IT solutions for readmission management, as well as a more streamlined handling of electronic applications for consular services as conducted through the portal www.geoconsul.gov.ge.

The identified expert will liaise at all stages with the IOM office in Tbilisi, Georgia by means of monthly update reports.

Duration of Assignment:

Part time assignment for 3 months (tentative period: 1 September 2024 – 30 November 2024).

Notes

Appointment will be subject to internal procedures and certification that the candidate is medically fit for appointment.

How to apply:

Interested persons who fully comply with the requirements are invited to send a short motivation letter and CV in both Georgian and English by e-mail to: iomtbilisi@iom.int, latest by 15 August 2024 at 3 p.m. Tbilisi time. Please explicitly indicate in the e-mail subject "Candidate's Surname- RCMS GE/CON 002-2024".



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IOM will not respond to any further queries to this vacancy notice. IOM reserves the right to only respond to the applications of short-listed applicants.

For more information on IOM go to <https://georgia.iom.int/> or www.iom.int

Posting period:

The deadline for applications is **15 August 2024**.