

JOB DESCRIPTION – CONSULTANT/ASSISTANT CONSULTANT – ECONOMICS AND FINANCE – AUGUST 2016

Company	IMC Worldwide Ltd	
Address:	64-68 London Road Redhill Surrey RH1 1LG United Kingdom	
Job Title:	Consultant/Assistant Consultant – Economics and Finance - Full Time	
Responsible to:	Senior Technical Director – Economics and Finance	
The role:	<p>As part of continued expansion and consolidation of our Economics and Finance team, we are seeking a committed and ambitious individual to join the team. The successful candidate will be part of an energetic team which is delivering a range of projects across infrastructure economics, public private partnerships and private sector development. The role will include close involvement in both business development activities, project management and the completion of technical inputs to projects, both in the UK and overseas.</p> <p>Key projects being undertaken by the team include:</p> <ul style="list-style-type: none"> • the completion of feasibility studies for infrastructure investment proposals in Nepal and Kazakhstan; • development of a regional road safety strategy for Central Asia for Asian Development Bank; • advising Governments in Philippines, New Zealand and Egypt on the development of PPP projects; • design of an initiative set up by the Australian Government aimed at encouraging private sector innovation in the Pacific; and • running a 2 year programme to build capacity of business mentors in the Caribbean. 	
Main Responsibilities:	<ul style="list-style-type: none"> • Complete technical inputs on a wide range of projects as required by Project Managers; • Manage smaller projects and lead relevant tasks within a project, including supervising the work of others, as appropriate; • Support the Senior Technical Director, Economics and Finance and others, as required, in the development of marketing materials, fee proposals and other inputs; • Undertake overseas assignments as part of inter-disciplinary teams; • Assist in the implementation of the Economics and Finance business strategy; • Increase team visibility by contributing to the team’s communications strategy and producing marketing materials such as producing brochures and blogs; • Support the work of IMC Worldwide as a whole, as required. 	
Environment:	<p>IMC Worldwide is currently working in more than 20 countries across Africa; South, South East and Central Asia; Eastern Europe; the Middle East; and the Caribbean, delivering specialist consulting services to central governments, donor organisations and private sector corporations in developing and transitional countries, in particular in relation to development, management and infrastructure. We work across a diverse range of sectors and disciplines bringing over 50 years' experience of working with government agencies, local authorities and with communities themselves to help address some of the most difficult development problems and barriers to poverty reduction. We work with all of the major international development agencies throughout the world including DFID, EU, EIB, EBRD, World Bank and ADB and are looking to expand our client base in the private sector and with Foundations.</p> <p>Though our background is in the transport sector we provide a full range of professional</p>	

	<p>consulting services including:</p> <ul style="list-style-type: none"> • Disaster Preparedness and Reconstruction • Organisational Change • Economics and private sector • Project and Programme Management • Environment, energy and climate change • Resource centres and frameworks • Governance and anti-corruption • Road safety • Infrastructure and engineering • Social Development • Monitoring and evaluation • Transport sector policy and planning • Inclusive Growth.
Department Information	<p>You will join the team (currently of 7) working to develop and deliver the IMC Economics and Finance strategy; this includes a particular focus on infrastructure economics, public private partnerships and broader private sector development.</p> <p>The working environment is informal and creative, but we are uncompromising on the quality of work we deliver to clients.</p> <p>The role will include occasional international travel.</p>
Terms and Conditions:	<p>Salary – Competitive salary depending on experience.</p> <p>Annual Leave – 5 weeks annual leave plus public holidays. The holiday year is 1st January – 31st December.</p> <p>Benefits – Free parking, Buying and selling of annual leave scheme, Health Cash plan scheme, Company pension scheme.</p>
Closing date for applications	<p>The closing date for applications is Monday 12 September 2016 at 9.00am</p>

PERSON SPECIFICATION: CONSULTANT/ASSISTANT CONSULTANT

		Essential	Desirable
Qualifications, Understanding & Training:	<ul style="list-style-type: none"> Degree qualification in economics or finance 	X	
	<ul style="list-style-type: none"> Masters qualification in a related subject (Desirable for Assistant Consultant position) 	X	
	<ul style="list-style-type: none"> Knowledge of, and interest in, economic and financial appraisal, feasibility studies for infrastructure investments and PPPs 	X	
Experience	<ul style="list-style-type: none"> Experience in economic and financial appraisal of investment proposals, development of PPP projects, or feasibility studies for infrastructure investment projects 		X
	<ul style="list-style-type: none"> Significant Business Development experience (Preferred for Assistant Consultant position) 	X	
	<ul style="list-style-type: none"> Experience in developing proposals for consultancy services 		X
	<ul style="list-style-type: none"> Experience in International Development either through employment or volunteering 	X	
Abilities & Skills:	<ul style="list-style-type: none"> Strong interpersonal skills 	X	
	<ul style="list-style-type: none"> Confidence and enthusiasm 	X	
	<ul style="list-style-type: none"> Good attention to detail and ability to carry out administrative tasks 	X	
	<ul style="list-style-type: none"> Excellent organisational skills and the ability to multi-task under tight deadlines 	X	
	<ul style="list-style-type: none"> Flexible and adaptable with an ability to adapt appropriately within various situations 	X	
	<ul style="list-style-type: none"> Co-operative and supportive team player 	X	
	<ul style="list-style-type: none"> Ability to speak and communicate effectively with our clients and customers in an additional language 		X
Personal	<ul style="list-style-type: none"> Self-motivation and pro-active attitude 	X	
	<ul style="list-style-type: none"> Willingness to travel internationally 	X	
	<ul style="list-style-type: none"> Flexible attitude to meet the needs of the role 	X	
	<ul style="list-style-type: none"> Commitment to IMC's objectives and values 	X	
	<ul style="list-style-type: none"> Excellent work ethic 	X	