



Date: April 30, 2020

Ref.: Project Officer (Ref number IPA/2019/412-374)

Chair of the RAI Secretariat Evaluation Committee for the selection process of the Project officer of the project *'Breaking the Silence: Enhancing the whistleblowing policies and culture in Western Balkans and Moldova'* prepared the Evaluation report for the above stated vacancy (hereinafter Evaluation report).

EVALUATION REPORT

for the position of Project Officer as described in the Vacancy Announcement. Based on the conducted evaluation, it is proposed that the Contract is offered to Ms. Amra Softić (hereinafter: Applicant No 26).

EXPLANATION

Vacancy announcement was published on [RAI website](#), www.posao.ba, poslovi.ba, Mreža mira, and social media profiles on March 9, 2020 with deadline for applications on April 8, 2020.

Applications to this vacancy were to be submitted by potential applicants via email to vacancy@rai-see.org.

1. Timetable

	DATE	TIME	VENUE
Vacancy Announcement	March 9, 2020	N/A	RAI website, social media profiles, Mreža mira, posao.ba and poslovi.ba web sites
Deadline for submission of applications	April 8, 2020	23:59 (CET)	vacancy@rai-see.org
Applications technical evaluation session	April 16-17 and April 21, 2020	10.00-14:00 (CET)	Videoconference
Interviews	April 27 and 28, 2020	10:00, 11:30, 14:00	Videoconference

2. Evaluation

Candidates' applications were evaluated using a cumulative analysis method taking into consideration the combination of the applicant's experience, education, and qualifications.



Details on evaluation criteria are laid down in the attached Vacancy Announcement.

During the technical evaluation of received applications, it has been noted that:

- Number of received applications: **one hundred and two (102)**;
- Number of applications that comply with the formal requirements of the call: **fifty-seven (57)**;

The technical evaluation is as follows:

Technical Evaluation – (50%)					
Applicant number	Work experience in development and implementation of projects, including management of administrative and logistical matters (preferably on EU-funded projects)	Experience in assignments related to organization of conferences, workshops, and/or training programs	Demonstrated experience in working with different stakeholders: government institutions, public officials, international organizations, and civil society in SEE	Experience in communication, visibility, outreach and public relations, including design, implementation, monitoring and evaluation of public awareness campaigns	Total Score
	/15%	/15%	/10%	/10%	
1	0.00	5.00	2.00	0.00	7.00
2	3.00	0.00	2.00	2.00	7.00
3	0.00	0.00	0.00	0.00	0.00
4	0.00	5.00	3.00	0.00	8.00
5	2.00	3.00	2.00	0.00	7.00
6	0.00	0.00	0.00	0.00	0.00
7	0.00	0.00	0.00	0.00	0.00
8	0.00	3.00	0.00	0.00	3.00
9	0.00	0.00	0.00	0.00	0.00
10	0.00	2.00	0.00	2.00	4.00
11	1.00	1.00	2.00	1.00	5.00
12	0.00	0.00	2.00	7.00	9.00
13	0.00	2.00	2.00	0.00	4.00
14	1.00	3.00	3.00	0.00	7.00
15	0.00	0.00	0.00	0.00	0.00
16	2.00	2.00	2.00	0.00	6.00
17	0.00	0.00	0.00	0.00	0.00
18	0.00	0.00	0.00	0.00	0.00
19	0.00	0.00	0.00	0.00	0.00
20	0.00	2.00	1.00	2.00	5.00
21	0.00	5.00	1.00	0.00	6.00
22	0.00	0.00	0.00	1.00	1.00
23	7.00	0.00	2.00	0.00	9.00
24	10.00	8.00	5.00	2.00	25.00



Technical Evaluation – (50%)					
Applicant number	Work experience in development and implementation of projects, including management of administrative and logistical matters (preferably on EU-funded projects)	Experience in assignments related to organization of conferences, workshops, and/or training programs	Demonstrated experience in working with different stakeholders: government institutions, public officials, international organizations, and civil society in SEE	Experience in communication, visibility, outreach and public relations, including design, implementation, monitoring and evaluation of public awareness campaigns	Total Score
	/15%	/15%	/10%	/10%	
25	1.00	3.00	1.00	0.00	5.00
26	13.00	13.00	10.00	7.00	43.00
27	7.00	8.00	2.00	0.00	17.00
28	7.00	5.00	7.00	0.00	19.00
29	3.00	5.00	2.00	1.00	11.00
30	6.00	7.00	7.00	0.00	20.00
31	0.00	1.00	2.00	0.00	3.00
32	1.00	1.00	1.00	0.00	3.00
33	1.00	2.00	1.00	0.00	4.00
34	0.00	1.00	0.00	0.00	1.00
35	1.00	1.00	1.00	1.00	4.00
36	0.00	2.00	3.00	2.00	7.00
37	0.00	3.00	3.00	0.00	6.00
38	0.00	0.00	0.00	0.00	0.00
39	0.00	1.00	0.00	0.00	1.00
40	2.00	2.00	0.00	0.00	4.00
41	0.00	0.00	0.00	0.00	0.00
42	3.00	1.00	3.00	4.00	11.00
43	3.00	3.00	2.00	0.00	8.00
44	3.00	2.00	5.00	1.00	11.00
45	0.00	0.00	0.00	0.00	0.00
46	5.00	10.00	5.00	2.00	22.00
47	2.00	3.00	3.00	0.00	8.00
48	1.00	0.00	0.00	0.00	1.00
49	0.00	0.00	0.00	0.00	0.00
50	0.00	0.00	0.00	0.00	0.00
51	3.00	1.00	2.00	0.00	6.00
52	10.00	5.00	6.00	2.00	23.00
53	0.00	0.00	0.00	0.00	0.00
54	0.00	0.00	0.00	0.00	0.00
55	0.00	0.00	0.00	0.00	0.00
56	5.00	5.00	5.00	4.00	19.00
57	5.00	3.00	3.00	3.00	14.00



Following the Technical Evaluation of applications for the position of the Project Officer, the sixth ranking candidate had equal number of points to the fifth ranking candidate, hence, six, instead of five highest ranking candidates were invited for an interview.

Applicant No 30 withdrew the application for the position by informing the RAI Secretariat on April 22, 2020.

The interviews were scheduled for April 27 and 28 with the shortlisted candidates. Questions for the interview were developed and agreed upon by the Selection Committee.

Results of the six interviewed candidates and the total scores are as follows:

Cumulative Score (100%)			
Applicant number	Technical Evaluation	Interview	Total Score
	/50%	/50%	/100%
Applicant No 26	43%	49%	92%
Applicant No 24	25%	42.5%	67.5%
Applicant No 52	23%	20%	43%
Applicant No 46	22%	47%	69%
Applicant No 56	19%	42.5%	61.5%
Applicant No 28	19%	44.5%	63.5%

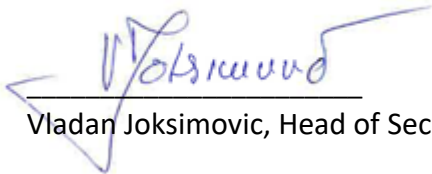
Evaluation Committee has reached out to the referees that the Applicant No 26 provided in her application.

3. Conclusion

Consequently, the Evaluation Committee recommends that the Agreement is offered to Ms. Amra Softić.

Evaluation report is hereby

Approved Not approved


Vladan Joksimovic, Head of Secretariat

Date: April 30, 2020