

VACANCY ANNOUNCEMENT

Position	Supply Chain Specialist/Consultant
<p>1 Person</p> <p>Supply Chain Specialist/Consultant</p>	<p>About RTI International</p> <p>Mission/Education/Experience RTI is an independent organization dedicated to conducting innovative, multidisciplinary research that improves the human condition. With a worldwide staff of more than 4,500 people, RTI offers innovative research and development and a full spectrum of multidisciplinary services. Universities in North Carolina founded RTI in 1958 as the first scientific organization in and centerpiece of the Research Triangle Park.</p> <p>RTI International is implementing the USAID-funded five-year Read Liberia Activity to improve reading outcomes of children in the early grades in Liberia. Read Liberia will work closely with and support the Government of Liberia’s efforts to improve the reading abilities of students in the early grades of public schools. RTI is an equal opportunity employer.</p> <p>RTI is recruiting Supply Chain Specialist/Consultant who will provide support for the book distribution. The Supply Chain Specialist/Consultant will be assigned at the Montserrado Head Office with travel to the field offices.</p> <p>Job Summary:</p> <p>The Supply Chain Specialist/Consultant will work with the Read Liberia team and the selected logistics company to oversee the distribution of roughly 200,000 books to 640 schools plus Ministry of Education offices and warehouses in six Liberian counties.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> • Analyzing and monitoring program progress and informing the DCOP office or senior management of any recommendations that needs to be discussed with implementing partners, or donors. • Working with MOE Supply Chain Team to develop a book distribution plan. • Working with the DCOP and Regional Operations Managers in Paynesville and Gbarnga, RTI staff and implementing partners to coordinate, monitor and report on the quantification, order and delivery, loss or leakage, and over stock of commodities for USAID-supported counties. • Reviewing and recommending appropriate internal controls for proper tracking of school commodities from arrival in-country to final destinations. • Monitoring and tracking the process to obtain exoneration and customs clearance for incoming shipment from Ghana overland. • Providing weekly reports on progress achieved in implementing the distribution activities. • Responsible for the overall implementation of all of the parallel supply chain activities and the project staff and the logistics firm in target counties/districts (or other government offices) • Document recommendations and lessons learned for future book distribution to these schools and guidance for the MOE’s eventual integration of parallel supply chain activities into the national system,

	<p>including providing strategic advice on design and strategy for integration</p> <ul style="list-style-type: none"> • Provides support for warehousing and distribution systems strengthening activities • Provide training and other capacity building to staff and counterparts as required for overseeing and documentation of book distribution • Liaising with relevant players to monitor and provide accurate update on Road situation within the six project counties • Perform other duties as required or assigned
<p>Qualifications</p>	<p>Qualifications:</p> <ul style="list-style-type: none"> • Bachelor's Degree and 5 years of demonstrated experience in national distribution and supply chain support or equivalent combination of education and experience <p>Skills & Abilities:</p> <ul style="list-style-type: none"> • Excellent knowledge of MS Word, Excel • Knowledge of Liberian road networks in Bong, Grand Bassa, Lofa, Margibi, Montserrado, and Nimba • Experience coordinating distribution over the "last mile" to reach schools • Experience with book distribution is not required, experience getting commodities to the most remote locations required • Ability to troubleshoot breakdowns in the distribution plan/process • Attention to detail and accuracy • Ability to multi-task and work well with others as well as independently • Ability to work independently
<p>To Apply</p>	<p>Applicants are requested to send:</p> <ul style="list-style-type: none"> • A motivation letter and updated curriculum vitae to: jobs@readliberia.rti.org and ajimmy@readliberia.rti.org • Address your application to: Human Resources Department RTI International/USAID Read Liberia MK Kafel Building, Gardner Avenue Btw. 16th & 17th Streets, Sinkor 1000 Monrovia, 10 Liberia • Interested applicants may submit hard or soft copy application • In the subject line of your email and applications, please list Supply Chain Specialist/Consultant • Only shortlisted applicants will be contacted
<p>Deadline</p>	<p>July 13, 2018 at 5:30 PM</p>