



Date: January 26, 2021

Ref.: Project Officer

Chair of the RAI Secretariat Evaluation Committee for the selection process of the Project Officer for Regional Programme “Southeast Europe - Together Against Corruption” - SEE-TAC prepared the Evaluation report for the above stated vacancy announcement (hereinafter: the Evaluation report).

## EVALUATION REPORT

for the consultancy post of Project Officer as described in the vacancy announcement. Based on the conducted evaluation, it is proposed that the Contract is offered to **Ms. Anja Suvalija (hereinafter: Applicant 28)**.

### EXPLANATION

Applications to this vacancy were to be submitted by potential applicants via email to [vacancy@rai-see.org](mailto:vacancy@rai-see.org).

#### 1. Timetable

	DATE	TIME	VENUE
Vacancy Announcement	Dec 2, 2020	N/A	RAI website, mojposao.ba website, social media profiles
Deadline for submission of applications	Dec 20, 2020	23:59 (CET)	<a href="mailto:vacancy@rai-see.org">vacancy@rai-see.org</a>
Applications technical evaluation session	Dec 28, 2020	10.00-14:00	RAI Secretariat premises
Interview questions and practical exercise prep session	Jan 8, 2021	10.00-11:00	Videoconference
Interviews – part 1	Jan 11, 2020	12:00, 13:00, 14:00	Videoconference
Interviews – part 2	Jan 12, 2020	13:00, 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 Vacancy Announcement.

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

- Number of received applications: 99 (ninety-nine);
- Number of applications that comply with the formal requirements of the call: 30 (thirty);
- The technical evaluation is as follows:

No	Applicant	Technical Evaluation – (60%+3%)										Total Score		
		Exp. in implementation of development projects in public sector or CSO, with focus on admin & logistical matters related to project impl.	Demonstrated exp. in working with different stakeholders: gvt institutions, public officials, intl organizations, and civil society in SEE	Exp. in assignments related to organization of conf, workshops, and/or training	Exp. in communication, visibility, outreach & public relations	Exp. with intl. orgs or bodies with AC competences & familiarity in working with AC issues	Familiarity & exp. with ADA-funded projects	25%	10%	10%	10%		5%	+ 3%
1	Applicant 1	5	3	0	1	0	0	0	0	0	0	0	0	9
2	Applicant 2	0	5	0	1	0	0	0	3	0	0	0	0	9
3	Applicant 3	0	3	0	2	0	0	0	0	0	0	0	0	5
4	Applicant 4	4	3	0	5	0	0	0	0	0	0	0	0	12
5	Applicant 5	10	4	0	0	0	0	0	0	0	0	0	0	14
6	Applicant 6	20	8	7	1	7	1	0	0	0	0	0	0	36
7	Applicant 7	10	7	8	7	8	7	5	5	0	0	0	0	37
8	Applicant 8	12	10	4	0	4	0	0	0	0	0	0	0	26
9	Applicant 9	12	5	8	9	8	9	0	0	0	0	0	0	34
10	Applicant 10	15	6	5	2	5	2	0	0	0	0	0	0	28
11	Applicant 11	4	4	0	0	0	0	0	0	0	0	0	0	8
12	Applicant 12	2	5	4	2	4	2	0	0	0	0	0	0	13



No	Applicant	Technical Evaluation – (60%+3%)								Total Score				
		Exp. in implementation of development projects in public sector or CSO, with focus on admin & logistical matters related to project impl.	Demonstrated exp. in working with different stakeholders: gvt institutions, public officials, intl organizations, and civil society in SEE	Exp. in assignments related to organization of conf, workshops, and/or training	Exp. in communication, visibility, outreach & public relations	Exp. with intl. orgs or bodies with AC competences & familiarity in working with AC issues	Familiarity & exp. with ADA-funded projects	25%	10%		10%	10%	5%	+ 3%
13	Applicant 13	0	2	2	5	0	0	0	0	0	0	0	0	9
14	Applicant 14	12	6	2	1	0	0	0	0	0	0	0	0	23
15	Applicant 15	5	4	5	2	0	0	0	0	0	0	0	0	18
16	Applicant 16	3	3	4	2	0	0	0	0	0	0	0	0	12
17	Applicant 17	18	8	8	8	2	0	0	0	0	0	0	0	44
18	Applicant 18	20	5	3	2	0	0	0	0	0	0	0	0	30
19	Applicant 19	7	7	3	4	0	0	0	0	0	0	0	0	21
20	Applicant 20	10	3	1	3	0	0	0	0	0	0	0	0	17
21	Applicant 21	18	7	9	6	2	0	0	0	0	0	0	0	42
22	Applicant 22	8	6	3	1	0	0	0	0	0	0	0	0	18
23	Applicant 23	5	5	2	0	0	0	0	0	0	0	0	0	12
24	Applicant 24	20	10	5	7	0	0	0	0	0	0	0	0	42
25	Applicant 25	18	8	8	4	0	0	0	0	0	0	0	0	38
26	Applicant 26	10	4	2	3	0	0	0	0	0	0	0	0	19
27	Applicant 27	15	5	1	1	1	1	1	1	1	1	1	1	24
28	Applicant 28	15	8	6	7	2	0	0	0	0	0	0	0	38
29	Applicant 29	8	5	2	1	0	0	0	0	0	0	0	0	16
30	Applicant 30	7	5	4	10	0	0	0	0	0	0	0	0	26



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The interviews were scheduled for January 11 and 12, 2021 with five shortlisted candidates (Applicant 17, Applicant 21, Applicant 24, Applicant 25, and Applicant 28). Questions for the interview as well as the practical exercise structure were developed and agreed upon by the Evaluation Committee.

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

Cumulative Score (100%)				
Applicant	Technical Evaluation	Interview Evaluation	Practical Exercise	Total score
	/60%	/30%	/10%	/100%
Applicant 17	44	13.5	5	62.5
Applicant 21	42	17	8.5	67.5
Applicant 24	42	17	9	68
Applicant 25	38	20	5.5	63.5
Applicant 28	38	22	9	69


The Evaluation Committee has reached out to the references the Applicant 28 provided during the selection procedure. Correspondence with referees is attached to this report.

### 3. Conclusion

Consequently, the Evaluation Committee recommends that the Employment Agreement is offered to the Applicant 28. As both first and the second ranked candidate performed very well at the interview, and as there is a small difference in cumulative scores between them, it is recommended that in case the Applicant 28 a does not accept the employment offer, or in case she does not perform adequately during the probation period, the employment would be offered to the second-ranked candidate.

Evaluation report is hereby

Approved  Not approved

  
[Redacted signature area]  
Vladan Joksimovic, Head of Secretariat

Date: January 26, 2021