



## Vacancy Announcement '#008/2025

### **Junior Private Sector Advisor Sustainable Training and Education Programme (STEP) IV**

**Contract Duration: March 01, 2025 up to November 30, 2027**

**Number of open positions:1 (One)**

**Application deadline: 31/01/2025**

**Duty station: Addis Ababa**

The Ethio-German Sustainable Training and Education Programme (STEP) IV improves the employment prospects of young Ethiopians by promoting quality, relevance and gender equality in the technical and vocational education and training (TVET) system with a technical focus on green and digital transformation in cooperation with the Ministry of Labor and Skills (MoLS), related agencies and relevant stakeholders. At its core the programme establishes strong linkages between the education and the private sector to support the development of a modern education system geared towards employment and economic growth. In this, employers, education providers and public authorities come together to identify their needs and jointly develop education and training solutions that best tackle the skill mismatch.

#### **Responsibilities and Duties**

The Junior Private Sector Advisor supports the Head of the Private Sector Cooperation Component and the Head of Programme in designing, planning and implementing activities related to private sector involvement in the Ethiopian TVET system.

- Contribute to the policy and technical advisory service of STEP to programme partners around topics of private sector engagement in TVET
- Undertake research tasks related to the objectives of the programme
- Supports in event management tasks and organizing meetings, including invitation management, reports / minutes writing and similar tasks
- Supports the preparation, management and monitoring of consulting contracts, financing / grant agreements and procurement contracts
- Assists the STEP team in monitoring & evaluation, reporting, public relations / communication and knowledge management

#### **Required qualifications, competencies, and experience.**

##### **Qualifications**

- Master's degree or equivalent qualification in human resource management / development, vocational education or similar fields.



### Professional experience

- First professional experience in the private sector or in TVET / Higher Education institutions would be an advantage

### Other knowledge, additional competencies

- Business Fluency in English and Amharic is required.

### Application procedure:

Internal candidates shall submit their motivation letter along with their recent CV to: [ethiopia-internal-applicants@giz.de](mailto:ethiopia-internal-applicants@giz.de)

Please make sure you mention the Vacancy Number 'Junior Private Sector Advisor #008/2025\_Full Name' in the subject line of your email application.

Before applying for the new position, internal candidates must seek approval from their line manager. This step prevents internal poaching or brain drain within GIZ.

Before arranging interviews, HR will ask the candidates to confirm in writing that their line managers are aware of their application. If the candidate has not informed the line manager, he/she must do this immediately or the application will be rejected.

HR will inform unsuccessful internal candidates about the rejection verbally or in writing.

### Application procedure:

Interested and qualified candidates shall submit their motivation letter along with their recent CV via Email: [hreth@giz.de](mailto:hreth@giz.de)

Please make sure you mention the vacancy number and position title 'Junior Private Sector Advisor #008/2025' in the subject line of your email application. Applications without vacancy numbers in subject lines might be disqualified.

Only short-listed candidates will be contacted.

Please refer to our [brochure](#) to learn more about GIZ's attractive benefits package.



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