

Feb. 21

(Courtesy)



## 'Bleed for This' (movie screening)

The sport drama "Bleed for This," starring Miles Teller as a boxer who tries to come back to the ring after a terrible car crash, will be screened in English on Feb. 21, 23, 25-26 in the Kinopanorama cinema theater.

**"Bleed for This" (sport drama). Feb. 21, 23, 25-26. 3 p.m. Kinopanorama (19 Shota Rustaveli St.) Hr 50**

## Bandura cover band concert

Kyiv-based cover music band

B&B Project (the Bandura & Bayan Project) will play covers of famous classical and modern songs using the Ukrainian folk instrument

the bandura, which is similar to a lute but which has from 31 to 68 strings, accompanied by the button accordion (bayan). The band's recent cover of Antonio Vivaldi's "Storm" has had more than million views on YouTube.

**B&B Project (folk). Feb. 21. 8 p.m. Caribbean Club (4 Symona Petlyury St.) Hr 80 – 220**



Feb. 21

(B&amp;B/facebook)

## Yuna Music Awards

Ukrainian celebrities and pop singers will gather for the annual Yuna music awards to name the best artists, groups, songs and music videos of the year. Apart from performances from this year nominees, the audience will see performances by prominent Ukrainian musicians such as the winner of the 2016 Eurovision Song Contest Jamala, rock band Ocean Elzy, electronic band Onuka, and more.

**Yuna. Feb. 21. 7.30 p.m. Palats Ukraina (103 Velyka Vasylkivska St.). Hr 300-2199**



Volodymyr Petrov)

Feb. 21

Feb. 24 – Feb. 26



(Courtesy)

## Animated short films festival

The Kyiv International Short Film Festival will have three-days of screenings of 13 animated short films from Germany, the UK, Belgium, Hungary, Canada, Swizz, Estonia, Ukraine and France.

**Animated short films. Feb. 24 – Feb. 26. 8 p.m. Kinopanorama (19 Shota Rustaveli St.) Prices to be announced**

## Grayson Perry exhibition

The British Council in Ukraine is bringing an exhibition of the work of English artist Grayson Perry to the Izolyatsia art gallery in Kyiv. Perry is known for his ceramic vases with images depicting modern British society, and cross-dressing: the artist has a female alter-ego named Clair.

**Grayson Perry exhibition (tapestry). Feb. 16 – March 1. Izolyatsia (8 Naberezhno Luhova St.) Free**



Feb. 16 – March 1

Compiled by Anna Yakutenko

### Employment / Classifieds



#### Subcontracts and Procurement Manager, Ukraine

The Financial Sector Transformation (FST) Activity in Ukraine is a four-year program funded by the United States Agency for International Development (USAID) and managed by DAI Global Development (DAI). The primary goals of the FST project are: improvement of the legal and regulatory framework for Non-Bank Financial Institutions (NBFIs); increased financial intermediation especially to SMES; consumer protection and increased public confidence in and understanding of the financial system; development of the regulatory environment for capital and commodities markets; improved financial inclusion and expanded digital finance solutions; and support for a balanced and sustainable pension system.

#### Summary of Primary Duties

The Subcontracts and Procurement Manager is a key member of the operations team. The main responsibility for this position is to oversee and conduct procurement of subcontracts and other goods and services, ensuring consistency with DAI and FST policies and procedures. The position requires relevant work experience in the field of procurement and contracting across a variety of industry sectors, managing interpersonal relationships, strong communication skills and knowledge of the Federal Acquisition Regulations (FAR). The Procurement Manager will be responsible for overseeing and ensuring that complete procurement related backup documentation is provided prior to submission to Finance Team. S/he will oversee solicitations, facilitate evaluation committees as necessary, and conduct price/cost/reasonability analyses.

#### Responsibilities

- Manage procurement of a wide range of goods, commodities, and services through subcontracts, blanket purchase agreements, and purchase orders.
- Develop acquisition plans and present to Senior Management on a regular basis.
- Ensure integrity, fairness, accuracy, and openness in procurement processes.
- Ensure complete backup documentation for procurements is submitted to project's Finance Team for payment.
- Perform regular spot audits of procurement files to ensure completeness, accuracy, and compliance.
- Ensure DAI/USAID and FAR policies, and procedures are followed and enforced.
- Help project staff become more familiar, and understand, DAI procurement policies and procedures.
- Conduct price/cost/reasonability analyses.
- Serve as a non-voting chairperson on evaluation committees in accordance with DAI policies/procedures and thresholds.
- Through market research efforts, identify and qualify potential suppliers (and products/services). Ensure that beneficial, ethical and open supplier relationships are created and maintained according to procurement policies.

#### Qualifications

- Bachelor's degree in Business Administration or related field preferred.
- 3 - 5 years of relevant experience and progressive responsibility in procurement at the mid-level of an organization, including 3 years' experience working in a procurement role for USAID-funded contracts.
- Experience leading and managing the procurement & acquisition aspects of USAID funded projects, including a demonstrated understanding of applicable procurement-related USG & Federal Acquisition Regulation (FAR) regulations.
- Excellent organizational skills with a willingness to take initiative and be proactive in the procurement process.
- Ability to manage and prioritize multiple concurrent bids.
- Excellent communications and personnel management skills and ability to relate to people at all levels of an organization and of different multi-cultural backgrounds.
- Fluency in English is required.

Please submit CVs and cover letters, in English, to [RecruitmentFST@dai.com](mailto:RecruitmentFST@dai.com) by February 24, 2017 at 6 P.M. Kyiv time. Only short-listed candidates will be contacted. No email or phone inquiries please.



#### SUPPORT FOR THE HARMONISATION OF THE PUBLIC PROCUREMENT SYSTEM IN UKRAINE WITH EU STANDARDS

The EU funded Project: "Harmonisation of Public Procurement system in Ukraine with EU standards" is being implemented by a consortium led by Crown Agents Ltd. The Project has operated in Ukraine since 2013, and will continue until November 2017, providing support for the reform of public procurement regulation and operations in Ukraine in line with EU standards. At this stage, the Project wishes to recruit:

#### JUNIOR EXPERT – Public Procurement

The Project is seeking an enthusiastic Junior Expert to assist the Project Team in a range of operational areas related to the core business of the Project in advancing reforms in the field of public procurement in line with EU standards. The successful candidate will work within the Project Team, on a fixed-term seven month contract, to ensure the timely delivery of operational results, the implementation of Project activities and specific assignments, including research.

Candidates are required to have a higher education diploma in law, economics or another discipline related to the work fields of the Project, a minimum of three years professional experience, full proficiency in English and Ukrainian languages, a good knowledge of EU/Ukrainian relations and at least a basic knowledge of the Ukrainian public procurement system. Preference will be given to candidates who can demonstrate a substantial knowledge of one or more of these fields.

#### Application details

To apply please send a CV in EU format (downloadable from <http://eupublicprocurement.org.ua/vacancy.html>) with details of three professional references (or details of references from each employer if less than three) along with a letter of interest to [anna.styuart@ua.crownagents.com](mailto:anna.styuart@ua.crownagents.com) by **26 February 2017**. Only short listed candidates will be contacted.



The Embassy of Sweden announces a vacancy for the position of National Programme Officer to manage

a portfolio mainly within the field of **Public Finance Management**.

The closing date for applications is **28 February, 2017**

For more information about the position, application procedures and requirements, please visit

[www.swedenabroad.com/en-GB/Embassies/Kyiv/](http://www.swedenabroad.com/en-GB/Embassies/Kyiv/)

#### A leading advertising agency in Doha, Qatar, is looking for:

1. Art Director
2. Graphic Designer
3. Digital Sales Executive
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5. Advertising Client Services Manager

All must have experience in working with an international advertising agency.

CVs can be sent to:

[shajan@gemadvertising.com](mailto:shajan@gemadvertising.com)

### CLASSIFIEDS

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**Chemonics International**, an international development consulting company, seeks technical specialists for the anticipated USAID Trade

and Competitiveness Activity in Ukraine. The objective of this five-year project is to encourage start-up businesses and small and medium-sized enterprises, increase domestic competition, and support the competitiveness of Ukrainian firms in international markets.

Chemonics seeks experts in the following areas:

- Business enabling environment
- Trade policy and trade facilitation
- Government advising and institutional strengthening
- Business and trade development
- Export promotion
- Value chain facilitation
- Public-private partnerships
- Monitoring and evaluation
- Grants and procurement management

Advanced degree in a relevant field (e.g. business, trade, economics) required.

Knowledge and minimum five years of leadership experience required. Prior experience working on a USAID-funded project strongly preferred. English fluency strongly preferred.

Please send a CV to [UkraineTACRecruit@chemonics.com](mailto:UkraineTACRecruit@chemonics.com) by March 31, 2017, including the candidate's surname and area of expertise in the subject line. Applications will be considered on a rolling basis. Early applications are encouraged. Only short-listed candidates will be contacted. No telephone inquiries please.



#### Commodities/Financial Instruments Expert, Ukraine

The Financial Sector Transformation Activity in Ukraine is a four-year program funded by the United States Agency for International Development (USAID) and managed by DAI Global LLC (DAI). The primary goals of the FST project are: improvement of the legal and regulatory framework for Non-Bank Financial Institutions (NBFIs); increased financial intermediation especially to SMES; consumer protection and increased public confidence in and understanding of the financial system; development of the regulatory environment for capital and commodities markets; improved financial inclusion and expanded digital finance solutions; and support for a balanced and sustainable pension system.

**Commodities/Financial Instruments Expert** – The Employee will work with the local and international commodities/financial instruments experts to facilitate development of the commodities and derivatives market. It is expected that the employee will interact with the agrarian, energy and capital market associations and stakeholders regarding standards for infrastructure, trading, delivery mechanisms, contract development etc.

#### Required Qualifications:

- University degree in business, economics, finance, law or related subject area, advanced degree preferred
- At least five (5) years of work/professional experience in commodities or capital markets
- Understanding of agrarian and/or energy markets, financial sector, regulated markets operations
- Knowledge of international standards and practices in commodities and derivatives regulated markets and trading is an advantage
- Fluency in Ukrainian and English
- Strong communication, analytical, and presentation skills
- Knowledge of Microsoft Office

Please submit CVs and cover letters, in English, to [RecruitmentFST@dai.com](mailto:RecruitmentFST@dai.com) by February 24, 2017 at 6 P.M. Kyiv time. Only short-listed candidates will be contacted. No email or phone inquiries please.



#### Accountant, Ukraine

The Financial Sector Transformation (FST) Activity in Ukraine is a four-year program funded by the United States Agency for International Development (USAID) and managed by DAI Global LLC (DAI). The primary goals of the FST project are: improvement of the legal and regulatory

framework for Non-Bank Financial Institutions (NBFIs); increased financial intermediation especially to SMES; consumer protection and increased public confidence in and understanding of the financial system; development of the regulatory environment for capital and commodities markets; improved financial inclusion and expanded digital finance solutions; and support for a balanced and sustainable pension system.

#### Summary of Primary Duties

The Field Accountant will play a pivotal role in assuring adherence to financial policies, project policies and procedures, regulations, controls, and reporting systems. The Field Accountant will provide accounting and financial analysis support to the project office and will ensure submission of financial reports based on internal deadlines. Responsible for recording costs and day-to-day general accounting, accounts receivable/payable, payroll, risk management, managing partner relationships, assuring all backup documentation is audit ready, and troubleshooting accounting issues. The individual is also responsible for cash flow analyses, and the overall financial well-being of the project.

#### Responsibilities

- Ensures accurate and timely processing of invoices, advances and reimbursements, checks, and wire transfer payments
- Ensures that accounting policies and practices are carried out in accordance with GAAP standards; project internal controls are established and implemented in accordance with DAI policies, USAID rules/regulations and the terms of the contract.
- Prepares and submits monthly reconciliation reports for review
- Monitors and submits advance and commitment reports as applicable
- Monitors and reports on partner/vendor payment schedules and obligations
- Assists in preparing contractual financial reporting requirements (accruals, VAT, etc.)
- Helps prepare for internal and external audits
- Prepares vendor withholding and remittance tax forms, and ensures these are submitted in a timely manner
- Ensures backup documentation is uploaded to relevant system according to set deadlines
- Initiates wire requests to maintain fund liquidity
- Reviews and verifies vendor invoices for accuracy
- Verifies accuracy of expenses and project accounting codes
- Ensures request for payments have appropriate approvals
- Ensures the timely deposit of cash receipts
- Responsible for recording and assigning costs based on approved budget in field accounting system (FAS)
- Compiles backup documentation for all project related transactions, and ensures completeness and appropriate review and approvals are documented
- Ensures petty cash is maintained according to maximum petty cash policy, and that all petty cash procedures are followed
- Supports management of banking relationships
- Responsible for maintaining finance files in soft and hard copies
- Ensures that foreign taxes paid, if any, are tracked, recorded, and reported to USAID as required
- Audits travel requests and expense reports for accuracy and compliance
- Follows procedures to ensure accurate and timely payment and reconciliation of travel advances, reimbursements for staff and partner travel
- Processes timely and accurate payroll payments for the office and ensures leave balances, and payroll taxes are accurate
- Tracks and monitors leave balances and liability payments
- Scans and uploads voucher files to DAI's System for the Electronic Archival of Financial Documentation – BOX

#### Qualifications

- B.A. Degree in Accounting, Finance, Business Administration preferred.
- 2 – 4+ years of relevant experience and progressive responsibility in finance and accounting, office administration, project operations at the mid-level of an organization
- Minimum 2 years' experience working on a USAID-funded project
- Experience in financial management of USAID projects, including a demonstrated understanding of applicable finance-related USG contracting regulations
- Accuracy in working with large amounts of data
- Ability to respond effectively to the time sensitive inquiries
- Experience with enterprise accounting software, and Microsoft office suite
- Demonstrated knowledge of internal controls and audit processes (e.g. procurement, local subcontract agreements, etc.)
- An extremely well organized and self-directed individual with sound technical skills, analytical ability, good judgment, and strong operational focus
- Fluency in English is required

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The International Development Law Organization (IDLO) is currently seeking to recruit **Finance and Administration Manager** and **Field Program Associate**. Please follow the links to learn about the vacancies

<https://www.kyivpost.com/classifieds/jobs/finance-administration-manager>  
<https://www.kyivpost.com/classifieds/jobs/field-program-associate>

Application deadline is  
**February 28, 2017**

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THE WORLD BANK IS LOOKING FOR A

### Social Development Specialist based in the World Bank's Kyiv (Ukraine) Office

The World Bank is looking for a Social Development Specialist based in the World Bank's Kyiv (Ukraine) Office. The main responsibilities will be focused on ensuring that the World Bank's projects with the Government of Ukraine are pro-poor and socially responsible. In addition, the staff person will carry out social development work in the areas of mainstreaming citizen engagement across the World Bank portfolio and supporting conflict and displacement response and peacebuilding-recovery activities. The successful candidates must have an advanced Degree (Master's Degree or equivalent) in the Social Sciences, Economics, or Political Science and at least 5 years of relevant external and/or Bank experience. Sound knowledge and familiarity with social safeguards policy requirements and international financial institutions, demonstrated knowledge in social risk management in development projects, especially in social risk management in large infrastructure, is highly desirable as well as experience in peacebuilding and recovery programming.

All interested candidates should apply via the World Bank website [www.worldbank.org](http://www.worldbank.org) no later than February 27, 2017.



**Professionals for Reform Support Mechanism (PRSM)** provides human resource support – from managers to technical experts – to critical reform initiatives undertaken by national governmental agencies. PRSM is currently seeking candidates to fill the following expert positions for the Government of Ukraine:

dates to fill the following expert positions for the Government of Ukraine:

- **Sector Lead (5 positions) for the Project Office for Sectoral Decentralization (POSD)** – responsible for defining the scope of sectoral (5 sectors) reform and development of the action plans and performance indicators to assess achievement of the relevant sectoral reform objectives.
- **Communication Expert for the National Agency for finding, tracing and management of assets derived**

from corruption and other crimes (ARMA) – will provide communication support to activities of the ARMA ensuring proper media coverage and public expectancy.

- **Legal Expert for the National Agency for finding, tracing and management of assets derived from corruption and other crimes (ARMA)** – legislation drafting support to ARMA's full scale launch.
- **Team Lead with the extensive HR experience for the National Agency for finding, tracing and management of assets derived from corruption and other crimes (ARMA)** – will provide support launching the ARMA and creation a functioning Human Resource Management system of the ARMA.

For more detailed information about preferred qualifications and skills, indicative duties and responsibilities, as well as applying procedure, please visit web-site: <http://edge.in.ua/vacancies>



**Global Communities** is seeking qualified professionals to fill the following long-term positions for the five-year USAID-funded

**Decentralization Offering Better Results and Efficiency Program (DOBRE):**

#### RECEPTIONIST/ADMINISTRATIVE ASSISTANT

The Receptionist/ Administrative Assistant will provide ongoing administrative support to the administrative and technical staff. Responsibilities include travel arrangements, arranging meetings, taking minutes of regular staff meetings, assisting in the logistical coordination of events, conferences, and seminars, research, and other tasks as assigned.

Full job description is available at:

<https://www.kyivpost.com/classifieds/jobs/receptionistadministrative-assistant-2>  
**Deadline for applications is February 26, 2017**

#### HR/OPERATIONS MANAGER

The Human Resources/Operations Manager will oversee all Human Resource issues in the areas of personnel management, policy and procedures, record keeping, contractual and legal matters, and the design and implementation of administrative systems for all DOBRE Program offices in Ukraine.

Full job description is available at:

<https://www.kyivpost.com/classifieds/jobs/hr-operations-manager>

**Candidates will be interviewed on a rolling basis.**

Candidates are asked to submit resumes and cover letters in English to: [UkraineHR@globalcommunities.org](mailto:UkraineHR@globalcommunities.org) indicating the position title in the subject line.

**Only applicants selected for interviews will be contacted. No telephone inquiries will be accepted.**