**Expert Position Opportunity**

**1. Position:**

Legal/Policy Expert for Customs Import System and Customs Decisions (Junior Non-Key Expert)

**2. Project title:**

Technical Assistance for the contract “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”  
  
**3. Project number:**

NEAR/BEG/2022/EA-RP/0110

**4.** **Reference documents:**

* Terms of Reference of the projects Technical Assistance for the contract ‘’Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)” and “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”
* Methodology of the Technical Assistance Contractor selected to implement the project: Technical Assistance for the contract ‘’Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”
* Methodology of the Software development contractor, selected to implement the project: “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”
* Serbian Customs Law
* Serbian Implementing Regulation
* Existing instructions, rulebook and customs procedures guidelines for form, content, method of filing in the declaration and other forms for import, export and customs decision

**5. Starting date of the assignment:**

October 20th, 2023.  
  
**6. Duration of the assignment:**

October 2023-May 2026.   
  
**7. Project Objectives:**

The overall objective of the project is to continue the process of modernisation of the Customs administration, which will provide access to the common computerised customs systems, as well high-quality services to citizens and business entities following the EU accession process of the Republic of Serbia towards joining the EU.

The expected outputs of this contract are as follows:

* Result 2 - Drafted proposals for legislation changes, instructions, guidelines, rulebooks related to the implementation of AIS, AES and CDS, drafted CAS new organisation structure ready for acceptance, update of the Business strategy and intensified cooperation with the economic operators to support the implementation of AIS, AES and CDS.

**8. Requirements:**

|  |  |
| --- | --- |
| Qualification & Skills | * A level of education which corresponds to completed university studies of at least 3 years in Law, Economics or equivalent * In the absence of formal education, 6 years of professional experience in the field for which the expert is mobilised * Fluent in English, both written and spoken * Strong collaboration within a team * Knowledge of Serbian customs law/specifics is an asset * Knowledge of Serbian language is an asset |
| General professional experience | Minimum 3 years of professional experience in the field of preparation of laws and/or bylaws related to customs procedures such as implementing regulations, and/or instructions related to customs procedures, and/or customs procedures guidelines |
| Specific professional experience | * Participation in a minimum 1 IT project in customs domain * Experience in supporting development of IT applications in customs domain * Participation in the process of integration and optimization of processes related to the customs domain * Experience in preparation and testing IT applications in customs domain |

**9. Area of expertise:**

Participated in reviewing of legislation which defines the legal framework in the Import and Export domain, took part in drafting of the legal amendments estimated to have impact on the successful implementation of Automated Import System, contributed to the preparation of Rulebook on the form, content, method of filing and filing in the customs declaration and other forms of customs procedure.

**10. Areas of responsibility:**

The expert will work closely with the Project Team and other Project Team Experts, beneficiaries, End Recipient, and stakeholders to ensure the implementation of the activities of the following Project components, on his/her area of expertise:

* Participate in the preparation of the Instructions and customs procedures guidelines for use of the AIS and CDS.
* Participate in the preparation of the Rulebook on the form, content, method of filing in the declaration and other forms of customs procedures.
* Cooperation with the Project Team, CAS representatives and external contractors during the implementation of their tasks

**11. Related outputs:**

* Draft of the Rulebook on the form, content, method of filing in the declaration and other forms for AIS, AES and CDS.
* Draft of the Instructions and customs procedures guidelines for use of the AIS and CDS.

**12. Evaluation of work:**

The expert’s performance will be assessed by the project TL, KE 2, and the Beneficiary’s representative.

**13. General information**

The interested candidates are invited to submit a detailed curriculum vitae by October 5th, 2023 via email to the following address: [jasna.dzamic@rs.ey.com](mailto:jasna.dzamic@rs.ey.com). Only shortlisted candidates will be contacted.

**Note that civil servants and other staff of the public administration, of the partner country or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. Experts must be independent and free from conflicts of interest regarding the responsibilities defined in this document.**