

< Attachment 1 >

**JOB DESCRIPTION of World Friends Korea(WFK)
-Advisor & Techno Peace Corps(TPC)**

※ Please complete the form and mark on the box.

General Information	
■ Expert Title	<input type="checkbox"/> ① KOICA advisor <input checked="" type="checkbox"/> ② NIPA advisor <input type="checkbox"/> ③ Techno Peace Corps
■ Area of expertise	Transportation
■ Job Title	Development Policy
■ Location, Country	<i>ex) Vientiane, Laos</i>
■ Number of Expert	1
■ Duration	12 months
Detailed information of the requesting organization	
<p>■ Organization Name : <i>Ministry of Public Works and Transportation</i></p> <p>- Requesting Department : <i>Department of Railways</i></p> <p>- Office Name :</p>	
<p>■ Type of Organization</p> <p> <input checked="" type="checkbox"/> Government <input type="checkbox"/> Public organization <input type="checkbox"/> Public corporation <input type="checkbox"/> University <input type="checkbox"/> Research institution <input type="checkbox"/> Others : </p>	
<p>■ Working Day/Hours : Monday to Friday, 8hour/day</p>	
<p>■ Contact Person : <i>(Please nominate someone from your organization who will be responsible for the work of Korean experts)</i></p> <p>Mr. Sonthanou Thongxayyo</p>	
<p>■ Tel/Fax/E-mail : +85620 29995758 e-mail: sonthanou88@gmail.com</p>	
<p>■ Duty Station : Department of Railways, Vientiane Capital</p>	
<p>■ Major activities of the Organization : <i>(Please list at least three)</i></p> <p>- Creating the national rail development strategic plan for Lao PDR</p> <p>- Mass transit system development plans (public transport/rapid transit) for a suitable city/capable</p>	

- Major activities of the department where WFK – Advisor/TPC will be dispatched
 - The department is responsible for promulgating laws and regulations related to railways
 - Making strategy plannings
 - Enforce regulations and set safety standard
 - Propose development plans to the Ministry of Public Works and Transportation for consideration
- Experience of working with WFK – Advisor/TPC
 - ☐ Yes ☒ No
- If yes, please describe the tasks of WFK – Advisor/TPC
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Description of Tasks

- The tasks to be undertaken by the WFK – Advisor/TPC will be:

(Describe the overall objectives of the task, why this task is needed and what the expert will doing)

 - Summary : to help the department creating the national railway development strategic plan for Lao PDR in English
 - to study and develop mass transit system development plans (public transport/rapid transit) for a suitable city/capable
- Responsibilities of WFK – Advisor/TPC *(Please mark all that apply and type in detail)*
 - ☐ Policy making and Strategic planning *(Only for the Advisor)*
 - to joint and assist the research with the department officials creating the railway development strategic

Expected Results/Output

- Expected results/output of the tasks by the WFK – Advisor/TPC include:
 - National railway development strategic plan for Lao PDR (Book or report)
 - Mass transit system development plans (public transport/rapid transit) for a suitable city/capable

Required(Preferred) qualifications of WFK – Advisor/TPC

(List the minimum essential qualifications required for the experts to successfully carry out this task)

- Gender
 - ☐ Male ☐ Female ☒ No preference
- Educational Background
 - ☐ Bachelor's Degree ☒ Master's Degree ☐ Doctor's Degree



- ex) Bachelors Degree in Agricultural Economics)

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- * **Similar or other educational background will be fine if the selected expert has an ability to do the requested tasks**

☒ Yes ☐ No

■ **Required Work Experience**(Specify work experience required for the experts)

- more than 3 years

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- * **Similar or related work experience will be fine if the selected expert has an ability to do the requested tasks**

☒ Yes ☐ No

■ **Language : English**

(Official business language will be English. If your organization requires the use of other languages, please provide reasons)

- **Reasons :**

■ **Other Requirements**(Identify desired skills or qualifications for the task)

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Description of the Workplace

■ Location of the workplace	- <u>5</u> km from the capital city - <u>15 minutes</u> by <u>car</u> (transportation)		
■ Information on the co-worker who will work closely with the WFK-Advisor	- Full Name (Mr./Ms.) : Mr. Sonthanou Thongxayyo - Position/Work area : Technical Staff/Planning - Tel/E-mail : +85620 29995758 e-mail: sonthanou88@gmail.com - English Language Skill : <input checked="" type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced		
■ Administrative and financial arrangements to be provided by your organization for the WFK-Advisor/TPC (Please mark on the box)	Items	Available	Not available
	Housing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Transportation	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Others	<input type="checkbox"/> PC	<input type="checkbox"/> Printer

		<input checked="" type="checkbox"/> Internet access <input type="checkbox"/> Phone <input checked="" type="checkbox"/> Air Conditioning <input type="checkbox"/> Heater <input checked="" type="checkbox"/> Desk <input checked="" type="checkbox"/> Chair <input type="checkbox"/> Bookshelf <input type="checkbox"/> Others()
■ Other information that may help the WFK-Advisor/TPC adapt to the local environment <i>(Living conditions, weather, allowance, other comments, etc.)</i>		
■ Photos (if possible)		

** Once the experts are selected based on your request, you are required to cooperate with the Korean implementing agencies by providing the necessary administrative procedures such as visa, acceptance letter, etc. Without your cooperation, expert dispatching will not be available and/or will be cancelled. Thank you for your cooperation.*

08 December 2022

(Date of filling out the form)

Mr. Chanthorn SAYAKONE

(Name of the person in charge)

Deputy Director General

(Position of the person)



Signature with official stamp

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