



International Organization for Migration  
(IOM) The UN Migration Agency

## VACANCY ANNOUNCEMENT

Reference number: 2021/C22  
Duty station: Bishkek city  
Position: National Consultant  
Consultancy period: 6 months

The Mission of the International Organization for Migration (IOM) in the Kyrgyz Republic / UN Migration Agency is looking for a qualified candidate to fulfill the position of National Consultant to conduct a technical assessment on the possibility of information exchange between certain modules of the Advance Passenger Information System (API/PNR) and the National Border Control System.

### **BACKGROUND INFORMATION**

**IOM Project to which the consultancy contract is contributing:** “Implementing Advance Passenger Information Systems in Central Asia”.

Donor: IOM Development Fund.

This project aims to support implementation of API system in Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan and Uzbekistan in line with ICAO standards through awareness-raising of national policy makers and technical specialists about API, assessment of the current national capacity and progress in implementing API system in all participating countries, improvement of national institutional and legislative frameworks and harmonization and upgrading capabilities and capacity of Central Asian countries to implement API systems.

The State National Security Committee of the Kyrgyz Republic (hereinafter referred to as the SNSC KR) is the operator of the API/PNR system and the National Border Control System (the UEMRS) in the Kyrgyz Republic, acting as the key element in accessing passenger data collection in accordance with the international obligations and civil aviation regulations. Since the UEMRS is a complex and multi-component system, containing passenger data and comprising of several modules, there is a need to conduct technical assessment on the possibility of interaction between the UEMRS and API/PNR modules in order to optimize and improve data processing workflows.

Objective: To provide assistance to the SNSC KR in carrying out a technical assessment on the possibility of information exchange between certain modules of the API/PNR and the UEMRS systems, as well as in identifying technical and organizational capabilities and capacity for further joint operation of these systems.

### **GENERAL FUNCTIONS:**

**1. Under the general supervision of the Head of Office of the IOM Mission in the Kyrgyz Republic and the direct supervision of the Project Manager and CTC SNSC KR, the successful candidate will perform the following tasks:**

- 1.1. Conduct a complex analysis of technical and hardware tools and solutions used in the API/PNR system.
- 1.2. Conduct assessment of structural features of the national watch lists to be integrated with the API/PNR system.
- 1.3. Develop user requirements and other technical specifications in cooperation with the staff of the CTC SNSC KR.
- 1.4. Determine requirements to design of data visualization.
- 1.5. Analyze and develop solutions for the possibility of information exchange between the API/PNR system and the UEMRS, as well as the “E-Gate” module.
- 1.6. Determine in detail the data structure for statistical data exchange.
- 1.7. Develop other functional specifications for data exchange.
- 1.8. Develop requirements for data security and integrity.
- 1.9. Develop disaster recovery plan for connection between the UEMRS and the API/PNR systems.
- 1.10. Prepare request for information and request for proposals from possible vendors, including conducting needs and benchmarks assessments, developing technical specifications and assessment criteria.
- 1.11. Participate in workshops and meetings on developing terms of reference.

- 1.12 Participate in roundtable/workshop discussions on the issues of the most effective organization of information exchange between users of the API/PNR and the UEMRS systems, with participation of all ministries and agencies, acting in the area of national security, border control, migration, registration of population and public order.
- 1.13 Develop possible technical solutions / recommendations for implementing Traveler Advance Medical Information System to facilitate flights and other travels during COVID-19, including work with authorized personnel of the Ministry of Health and Social Development of the Kyrgyz Republic.
- 1.14 Conduct analysis of the sustainability of the power supply system and develop proposals for the purchase and installation of appropriate equipment to ensure uninterrupted power supply to the API/PNR system.

## **2. Tangible and measurable outputs of the work assignment:**

- 2.1 Complex analysis of technical and hardware tools and solutions used for information exchange between the API/PNR and the UEMRS systems is conducted, and its' results approved by the CTC SNSC KR.
- 2.2 Assessment of structural features of the national watch lists to be integrated with the API/PNR system is conducted and its' results approved by the CTC SNSC KR.
- 2.3 User requirements, requirements to design of data visualization, data security and integrity and other technical specifications are developed and approved by the CTC SNSC KR.
- 2.4 Analysis of the "E-Gate" module is conducted and solution on integration of this module with the API/PNR system is developed subject to approval of the CTC SNSC KR.
- 2.5 Data structure for statistical data exchange is determined in a detailed way and approved by the CTC SNSC KR.
- 2.6 Disaster recovery plan for connection between the UEMRS and the API/PNR systems is developed and approved by the CTC SNSC KR.
- 2.7 Minutes of the meetings are prepared and approved by the CTC SNSC KR.
- 2.8 Request for information, request for proposals, technical specifications are prepared and approved by the CTC SNSC KR.
- 2.9 Possible technical solutions and recommendations on implementing Traveler Advance Medical Information System are developed and approved by the CTC SNSC KR.
- 2.10. Analysis of the sustainability of the power supply system is conducted and proposal for purchase and installation of appropriate equipment is developed, subject to approval of the CTC SNSC KR.

## **3. Performance indicators for evaluation of results (value of services rendered in relation to their cost):**

- First interim report on the work done, including supporting documents as determined by IOM, is prepared, and approved by the CTC SNSC KR and IOM – 20% of the total remuneration fee.
- Second interim report on the work done, including supporting documents as determined by IOM, is prepared, and approved by the CTC SNSC KR and IOM – 40% of the total remuneration fee.
- Final summary report on the work done, including supporting documents as determined by IOM, is prepared, and approved by the CTC SNSC KR and IOM – 40% of the total remuneration fee.

## **COMPETENCIES, CORE VALUES, OTHER SKILLS EXPECTED FROM CANDIDATES:**

The incumbent is expected to demonstrate the following technical and behavioral competencies:

### **Accountability**

- Accepts and gives constructive criticism.
- Follows all relevant procedures, processes and policies.
- Meets deadline, cost, and quality requirements for outputs.
- Monitors own work to correct errors.
- Takes responsibility for meeting commitments and for any shortcomings.

### **Communication skills**

- Actively shares relevant information.
- Clearly communicates, and listens to feedback on, changing priorities and procedures.
- Writes clearly and effectively, adapting wording and style to the intended audience.
- Listens effectively and communicates clearly, adapting delivery to the audience.

**Performance management**

- Provides constructive feedback to colleagues.
- Provides fair, accurate, timely, and constructive staff evaluations.
- Uses staff evaluations appropriately in recruitment and other relevant HR procedures.

**Professionalism**

- Masters subject matter related to responsibilities.
- Identifies issues, opportunities, and risks central to responsibilities.
- Knowledgeable about IOMs core mandate.

**REQUIRED QUALIFICATIONS AND EXPERIENCE:**

- Higher education in the field of Information Technologies (Bachelor's / Master's degree or its' equivalent in the Kyrgyz Republic).
- Professional certifications in database development and IT-project management are preferable.
- Experience in implementing information systems integration projects in border control area.
- Experience in deployment of hardware and software solutions in border control, migration, and passenger data exchange areas.
- Experience in developing data transfer in a multi-user / organizational / institutional environment.
- At least 5 years of work experience in development, deployment and management of data collection and processing systems.
- Strong understanding of data management, experience of analytical work with data.
- Experience and skills in preparing analytical reports and developing solutions / proposals on optimization and upgrading systems and databases, including integration with other systems.

**Language requirements**

- Excellent knowledge of Kyrgyz and Russian language, knowledge of English language is preferable.

***Application submission:*** Interested candidates shall send their CV and cover letter to e-mail: [hrkg@iom.int](mailto:hrkg@iom.int) or provide hard copies to IOM office in Bishkek at the following address: 103, Ibraimov Str., Business Center 'Victory', left wing, 6<sup>th</sup> floor, no later than **17:00 04 June 2021**.

*Only shortlisted candidate will be invited for interview.*