



**Scope of Work  
USAID FAST  
PFM Advisor - Budgeting**

<b>MAXIMUM LEVEL OF EFFORT</b>	LTTA
<b>BASE OF OPERATIONS</b>	Tunis, Tunisia
<b>POSITION REPORTS TO</b>	Objective 1 Lead

**Project Background:**

The USAID Fiscal and Accounting System of Tunisia (FAST) Project supports the Government of Tunisia (GoT) to improve public financial management. FAST focuses specifically on enhancing and upgrading the government's public financial management information system (PFMIS) to increase the efficiency, transparency, and predictability of public finances. The project strengthens the government's capacity to carry out fiscal, budgetary, and revenue collection mandates and advances electronic services to optimize regulations, procedures, and authorizations that reduce the cost and time burden on businesses, facilitate investment and trade, and promote innovation. Finally, FAST works to strengthen communication between policy makers and the public to build a common understanding of the constraints to—and opportunities for—economic expansion.

**Purpose:**

The PFM Advisor – Budgeting will work closely with the Objective 1 Lead, GoT counterparts, and other stakeholders to achieve Objective 1 goals. S/he will provide technical expertise on PFM issues, especially related to budgeting and resource management.

**Responsibilities and Key Tasks:**

- Provide technical input related to Tunisia's implementation of PFM reforms, especially related to medium-term budgeting, performance-based budgeting; budget preparation; performance monitoring; budget execution, debt management and other important aspects of the GoT's budget cycle.
- Provide guidance on system configuration and potential customization of PFMIS modules, ensuring core functional requirements are covered to meet the needs of the GoT.
- Prepare drafts of technical notes and standard operating procedures to support the implementation of new PFMIS modules.
- Provide quality assurance for the preparation of functional requirements documentation for budget execution.
- Conduct technical reviews and quality assurance for the development of the medium-term budget framework.



- Provide technical support to the MOF and the Objective 1 team for the implementation of PFMIS modules, as required.
- Prepare requirements for and design PFMIS reports and dashboards.
- Participate in testing and quality assurance to ensure that PFMIS modules and deliverables meet the defined specifications.
- Other tasks and responsibilities as assigned by Objective 1 Team Lead and Chief of Party.

**Qualifications:**

- At least 9 years of experience, including progressively responsible experience in Public Financial Management.
- Bachelor's degree (or equivalent) in related field of study.
- Public sector experience in Public Financial Management with the Government of Tunisia preferred.
- Oral and written fluency in English required. Experience in French and Arabic preferred.