



Donor Funded Staffing Program

TOR No:	2025-100
Title:	Junior Professional Officer
Grade:	UC
Division/VPU:	OPCS Procurement (OPSPR)/Operations Policy & Country Services Vice Presidency (OPSVP)
Duty Location:	Washington, D.C.
Appointment Type and Duration:	Two-year Term Appointment

BACKGROUND

Established in 1944, the World Bank Group (WBG) is one of the world's largest sources of funding and knowledge for development solutions. In fiscal year 2013, the WBG committed \$52.6 billion in loans, grants, equity investments and guarantees to its members and private businesses, of which \$16.3 billion was concessional finance to its poorest members. It is governed by 188-member countries and delivers services out of 120 offices with nearly 15,000 staff located globally.

The WBG consists of five specialized institutions: The International Bank for Reconstruction and Development (IBRD), the International Development Association (IDA), the International Finance Corporation (IFC), the Multilateral Investment Guarantee Agency (MIGA), and the International Centre for the Settlement of Investment Disputes (ICSID). The World Bank is organized into six client-facing Regional Vice-Presidencies, several corporate functions, and is introducing fourteen Global Practices as well as five Cross-Cutting Solution Areas to bring best-in-class knowledge and solutions to regional and country clients

DUTIES AND RESPONSIBILITIES

The position will require work to identify opportunities to deploy Artificial Intelligence (AI) in procurement operations and policymaking.

Key accountability for this position includes:

- Improving procurement strategies developed by Borrower countries to support delivery of Investment Project Financing (IPF) projects, especially where these are currently not well developed, lack analysis, critical thinking or an effective assessment of project risks and opportunities.
- Enhancing sustainable procurement practices, in particular embedding effective environmental and social risk mitigations throughout the procurement cycle.
- Identifying and reducing greenhouse gas emissions generated through the delivery of IPF projects, particularly the carbon emissions generated in project supply chains, to help Borrowers achieve their net zero targets.

- Expanding the use of technology, including machine learning and artificial intelligence, in operations procurement to enhance data collection, reduce processing times, and gain access to intelligence derived from past projects and external sources.

Note:

The selected candidate will not be assigned to programs involving their own government such as donor coordination and trust fund management.

SELECTION CRITERIA

- Master’s degree or equivalent combination of education and experience. Recognized professional certifications (e.g., CPSM, CIPS) or courses would be highly desirable.
- Minimum three years of relevant experience in specific categories.
- Knowledge of international procurement practices and public/private sector procedures, with required in-depth experience in corporate-level service procurement at an international organization or multinational company.
- Extensive experience in developing category strategies incorporating industry benchmark, understanding of sources of supply, market trends, pricing, etc.
- Strong negotiating skills, including the ability to negotiate complex contract terms and conditions (e.g., international regulations, technology issues, data privacy, indemnification, intellectual property, cultural issues, assignment, contract termination).
- Knowledge of sustainable procurement trends and practices, including supplier diversity & inclusion activities.
- Strong interpersonal and analytical capabilities and logical problem-solving skills, and ability to structure data and assign resources effectively, monitor implementation and deliver results in line with project goals.
- Project Management skills with extensive experience in managing multiple related projects to ensure the overall program is aligned and directly supports the achievement of strategic objectives.
- Ability to deal sensitively in a multicultural environment and build effective working relationships with clients, colleagues, and other stakeholders.
- Experience with MS Office applications and proficiency of technology and/or systems relevant to the functional area (e.g., SAP, MS Dynamics, eSourcing tools) is desirable.

General Competencies:

- Superior communication skills in English (verbal, written, and comprehension).
- Ability to function effectively in multi-disciplinary teams within a matrix management environment, as well as an individual contributor.
- Strong client service orientation.
- Understand and manage digital information, data, and content.
- Utilize emerging technology for work program delivery and be proficient in using new technologies and ability to create diverse digital content.
- Other language skills would be an asset.