

**Ministry of Digital Economy & Entrepreneurship**

**Terms of Reference**

**Youth Technology and Jobs Project**

**Project Management Unit**

**JO-MODEE-227600-CS-INDV**

**Job Opening: Digital Payments Lead**

1. **About the Youth, Technology, and Jobs (YTJ) Project**

The Government of Jordan (GoJ) has received financing from the International Bank for Reconstruction and Development (The World Bank) to implement the Youth, Technology, and Jobs (YTJ) project, which became effective in April 2020. The YTJ project aims to improve digitally-enabled income opportunities and expand digitized government services in Jordan. The project will build an impetus for private sector-led growth of the digital economy and make interventions to address specific constraints in the supply and demand sides of the digital economy. The project duration is five years. The Ministry of Digital Economy & Entrepreneurship (MoDEE) is the implementing agency of the YTJ project.

The objective of this TOR is to identify and hire a **Digital Payments Lead** for the project. The Digital Payments Lead will support the Digital Transformation Manager with the preparation and implementation of digitization of payments activities under sub-component 2.3 “Support the government commitment to advance penetration of digital payments in Jordan supporting e-payments for all applicable government services, with a focus on front-end services.”

1. **Responsibilities of the Digital Payments Lead**

The Digital Payments Lead will use the available resources to him/her to ensure preparation and implementation of the project and achievement of its objectives, in line with deadlines and costs listed in the project documents. The Digital Payments Lead will report to the Digital Transformation Manager.

Specifically, the Digital Payments Lead will have the following scope of work:

* Review and assess current government payment approaches at different governmental entities.
* Prioritize and Plan the transformation to digital payments identifying the most suitable and applicable digital payment streams.
* Oversee and Support the governmental entities in the payment digitization transformation activities.
* Assess the current capacity of each governmental entity to handle and manage digital payments processes.
* Work closely with the MOF and CBJ to ensure proper, adequate, and alignment of payment digitization activities in line with the national strategy adopted by the government of Jordan and CBJ.
* Support governmental entities in the enhancements of business procedures required to align with those affected by payment digitization.
* Project Management support to help government entities and partners increase the uptake of digital payment
* Research support to capture digital payments within the government entities to share across MoDEE management.
* Review current regulatory framework, laws, rules, and regulations on payment systems, and advise on changes requires to enable/facilitate the transformation to digital payments within the x2G2x
* Provide regular up-to-date analysis of digital payment in the government sector.
* Perform any other task requested by the Digital Transformation Manager.
1. **Eligibility and Minimum Qualifications**
* Previous experience in relevant operations for a minimum of 8 years, including leadership/or management positions for a minimum of 3 years, with solid working experience in technology-related activities, including digital payments systems.
* Proven experience in the public sector of public regulation and laws as well as the financial system
* Professional experience and knowledge related to payment infrastructure supporting financial systems interoperability including systems architecture and governance, pricing, and the business models of switches, clearing systems, instant payment, and real-time gross settlement systems.
* The applicant should have an excellent understating of how the other digital payments infrastructure could be integrated – such as e-money, and the ability to innovate and develop new age products reusing the same infrastructure for increasing the usage of the system
* The applicant should have experience in understanding issues related to data protection and security
* The applicant must have good knowledge of national switch operations, rules/procedures, and guidelines, and required infrastructure, including relevant international standards and principles, supplier market, and technology requirements.
* Analytical solid knowledge of the information and communications technology (ICT) sector and its role as an engine of growth for the whole economy, including familiarity and experience in the following areas:
* Digital Transformation.
* Strategic Planning & Analysis.
* CRM & Relationship Building.
* Technology Roadmaps.
* Business Process Reengineering and Simplification
* Change Management.
* E-Government and digital payments.
* Payment systems international standards and best practices.
* Financial risks associated with the implementation of payment systems.
* Experience in presenting technical findings and recommendations to senior government officials and other stakeholders.
* Strong self-organization and planning skills.
* Entrepreneurial mindset and address and mitigate associated risks, ambiguity, and change.
* Strong critical thinking and problem-solving skills with the ability to develop complex solutions.
* Excellent communication skills, written and spoken, in both Arabic & English languages.
* Excellent time, team, and conflict management skills.
* Expertise in identifying and addressing risks surrounding the payment echo-system and introducing controls and measures to mitigate them.
1. **Education Requirements**

A minimum of a University Degree in Business Administration, IT, Engineering, or other relevant field.

1. **Duration of Assignment**

The contract period is for one year, renewable up to 4 years based on performance. The Digital Payments Lead must diligently perform properly and efficiently the duties set out within these TOR and any other tasks or responsibilities that may arise concerning the proper management and delivery of the project.

1. **Application**

Only the most qualified and suitable candidates will be invited to interviews. Interested eligible individuals may submit their application via Akhtaboot at the following link:

<https://www.akhtaboot.com/en/jordan/jobs/amman/147471-Digital-Payments-Lead-at-Ministry-Of-Digital-Economy-and-Entrepreneurship>

**Application Deadline:** Kindly submit your application by 29 September, 2021