

Name:	Mr Edin Zahirović
Position for this Contract:	Key Expert & Lead Trainer (Budget, finance and capital investment planning)
Nationality:	Bosnian
Contact information:	+387 / 61 / 717-712, edin.z@crp.org.ba
Countries of Work Experience:	Bosnia and Herzegovina
Language Skills:	Bosnian/Croatian/Serbian, English, Italian

Educational and other Qualifications:

Institutions:	University of Tuzla, Faculty of Economics, in Tuzla, Bosnia and Herzegovina
Date:	
From (months/year)	September 2006
To (months/year)	present
Degree:	Final phase in obtaining Master of science in Economics, on the subject of "Theoretical and practical aspects of financing in the economy of energy efficiency".
Institutions:	University of Tuzla, Faculty of Economics, in Tuzla, Bosnia and Herzegovina
Date:	
From (months/year)	September 2000
To (months/year)	October 2005
Degree:	Bachelor of science in economics
Institutions:	High school for Algebra and Informatics, Tuzla, BiH
Date:	
From (months/year)	September 1996
To (months/year)	May 2000
Degree:	Algebra and Informatics technician

Summary of Experience: Highlight experience in the region and on similar projects/services.

Mr Edin Zahirović is skilled consultant with experience in providing support, inputs and analytical guidance in the process of financial planning and capital investment trends for the local governments and business stakeholders. His career includes 7 years of expertise in the field of financial management and SME's consulting, with strong emphasis on public financial administration, operationalization of local environmental strategies, capital investment and local economic development. His exceptional communication and problem solving skills, as well as extensive knowledge of institutional capacities of local level administrations, positioned him to facilitate and be a member of different working groups for creation and operationalization of local economic and environment action plans and strategies. Also, his work has included intensive cooperation with Employment Services, Chambers of Economy and Trades Associations. His commitment to further explore financial management and budget planning is proven through reaching final stage in obtaining Master degree in Economics, on the subject "Theoretical and practical aspects of financing in the economy of energy efficiency".

Mr. Edin Zahirović is adult education trainer and program and curriculum developer certified by DVV International¹, with exceptional teamwork skills gained through work in green economy development framework. He has 8 years of education experience in the field of: Financial management, Capital investments, Business management, small business startup, Mathematic methods in economy and Business Informatics. His expertise considers coaching and delivery of interactive small groups training for local governments in Development and Operationalization of Local Environmental Action Plans (LEAP). Further, he has valuable experience in training of returnees, business stakeholders and education university students.

Other relevant experience: *Experience in implementation of local economic development measures in B&H and Project Cycle Management* that includes: preparation of project proposals, fundraising, project management, monitoring, reporting and project evaluation, gained through managing and participating in local development projects implemented by Association Centre for Development and Support (CRP), Tuzla, B&H.

Experience in education on the subject of Environment protection and Energy efficiency, (Energy Advisor certified by GEF/UNDP and ISO 50001 Lead auditor certified by BUREAU VERITAS) gained through managing environmental project

¹ <http://www.dvv-soe.org/> - The German Adult Education Association (DVV) unites about a thousand adult education centres called *Volkshochschulen* in Germany. DVV's Institute for International Cooperation (for short: *dvv international*) supports adult education structures all over the world, particularly in less developed regions in Asia, Africa, South America, Eastern Europe and South Eastern Europe.

implemented by Association Centre for Development and Support (CRP), Tuzla, B&H.

Experience in SME consulting (support in start-up or enhancement of existing small businesses, Cost/Benefit analysis development, business management advising, conducting market surveys, economic micro-region analysis and consideration of micro-region development issues) gained working within Mercy Corps at the position of Economic Specialist and Sustainability Officer. Experience in lecturing (delivery of the practical lessons to the students) gained working within University in Tuzla, Faculty of Economics, at the position of Associate Assistant.

Experience, knowledge and expertise relevant to the ToR (From most recent):

Period: From – To	Name of activity/ Project/ funding organization, if applicable:	Job Title and Activities undertaken/Description of actual role performed:
July 2007 until present	Association Centre for Development and Support (CRP), Tuzla, B&H	<p><i>Job Title: Project manager, Senior Economic Expert, Economic specialist</i></p> <p><u>Responsibilities as Project manager:</u></p> <ul style="list-style-type: none"> – Responsibility for the management of environmental and economic development projects; – Project cycle management (preparation of project proposals, fundraising, their timely and complete implementation, monitoring including technical review, reporting and project evaluation); – Active participation in creating Organizational Development Plans – Budgeting, monitoring and controlling. – Developing the training curriculum for Local governments and SMEs; – Delivering the training and capacity building for the local governments, different project target groups in economic development; – Structuring the workshops for different target groups, as well as moderation of trainings and seminars; – SME's Cost Benefit Analysis development; – Assessment of the local market to determine economic justification and sustainability of the economic development activities to be implemented as well as individual businesses to be supported; <p><u>Responsibilities as Senior Economic Expert and Economic Specialist:</u></p> <ul style="list-style-type: none"> – Assessment of the local market to determine economic justification and sustainability of the economic development activities to be implemented as well as individual businesses to be supported; – Market surveys and assessments in order to determine economic justification and viability of individual businesses to be supported; – Responsibility for linking the project beneficiaries with the available market and relevant economic development stakeholders within the region and in wider area; – Responsibility for capacity building of beneficiaries and project partners/associates; – Participation in development of new project proposals providing relevant economy-related inputs and recommendations; – Planning of training and educational activities beneficiaries, partners and other related stakeholders; – Liaison and coordination of the activities with educational institutions and experts providing consultancy services within the projects implementation; – Direct implementation of inter-community, inter-entity and inter-regional economic development activities aimed at cooperation between the different economic development stakeholders, mainly in the field of agriculture; – Cost benefit analysis and feasibility study for the economic development projects in local community and region. <p><u>Specific activities and project</u></p> <p>Service contract: Provision of Technical Assistance to Municipalities for Local Environmental Action Plan (LEAP) Development (financed by UNDP under RFP-10-017). Value: 316.000,00KM</p>

Job Title: Project manager

- Responsible for contract management of service delivery under LOT 2 and LOT 4 of RFP-10-017 (preparation of proposals, ensure timely and complete implementation, monitoring including technical review, reporting and evaluation);
- Responsible for delivery of Technical assistance (TA) on LEAP development in 12 municipalities: Čelinac, Derвента, Modriča, Teslić, Petrovo, Lukavac, Zavidovići, Žepče, Neum, Stolac, Berkovići. Technical assistance considered: TA1 = Coaching/ Facilitation of small groups (Municipal development team) consist of 5-10 members, which involved persons from more than one municipal area; TA2 = review, correct, draft, re-draft components from the proposed/draft local environmental action plan (focusing on assisting key members of municipal development team directly); TA3 = troubleshooting and reaction to problems that arises in elaboration of strategy components. TA4 = prepared a detailed plan for promotion of LEAP development in order to involve wider audience on local level for awareness raising and importance of the development of LEAP. Preparation of LEAP document in a form acceptable for Municipal Assembly.

Technical assistance was delivered through following phases:

- Phase 1: Preparatory phase included mobilizing of local stakeholders, public sector, review of the local level state of the environment, definition of problems etc.
 - Phase 2: Planning phase included creation of joint vision, setting up of goals, defining activities for reaching of goals, Budget, financial and capital investment planning and etc.
 - Phase 3: Implementation, monitoring and improvement Development of Monitoring and Evaluation plan which were an integral part of the LEAP document. The M&E plan clearly defined all responsible actors on local level, Monitoring and Evaluation process and continuous improvement planning methods
- Responsible for extensive communication and coordination with municipalities and UNDP

Service contract: Operationalization of LEAP programs and measures in 4 municipalities (financed by UNDP). Total value: 290.000,00 KM

Job title: Project manager

- Responsible for contract management of service delivery (ensure timely and complete implementation, monitoring including technical review, reporting and evaluation)
- Responsible for delivery of **Material and Technical Resources (MTR) and technical assistance in operationalization of LEAP programs and measures** in municipalities of: Teslić, Žepče, Derвента and Odžak. Technical assistance included advising and coaching of municipal technical team in development of technical and economic analysis, with emphasis on budget savings and budget reprogramming for further operationalization of LEAPs.

Service Contract: Translation, Editing and Development of Educational Material Book "Energy and Environment Textbook for Secondary School Program" and Design of Awareness Rising and Training Program for the Local Teachers and Pupils (financed by UNDP): Value: 18.500,00Eur

Job Title: Project manager

- Responsible for contract management of service delivery (preparation of proposals, ensure timely and complete implementation, monitoring including technical review, reporting and evaluation);
- Responsible for **curriculum development and delivery of the training for primary and secondary school teachers** in Srebrenica region (Bratunac, Srebrenica and Milici) in Environment protection and energy efficiency. Interactive training was organized for 40 teachers, delivered in 4 small working groups with 10 participants

and 5 training sessions (5 days) per group.

Project: Training of management and employees of small and medium enterprises (SMEs) in Gračanica municipality on production of solar system as a new product increasing the SME's competitiveness in production sector (financed by: UNDP BiH)
Value: 33.249,00Eur

Job Title: Project Manager

- Responsible for Project cycle management (preparation of project proposals, fundraising, their timely and complete implementation, monitoring including technical review, reporting and project evaluation)
- Responsible for **curriculum development and training delivery** for 30 employees and managers of 7 SMEs (Širbegović, Mirna, Sinpro, Radijus, Zimax, Ajsmont, Simpro Elektro) who attended 425 hours of practical technical training for production of solar collectors, installation of solar systems and small business management. Training was organized in 4 small groups consist of 10 participants.
- **Facilitation and coaching** of municipal development team on **financial planning and operationalization of subsidies** for using renewable energy in Gračanica municipality. Members of the working group were 3 municipal heads of departments and 5 senior officers. Working group resulted in official document called "Budget planning for subsidizing projects related to Energy Efficiency and Renewable energy" submitted to municipal assembly for further review.

Project: Implementation of public awareness campaign about environment protection within Tuzla and Ugljevik municipalities as areas with significantly negative impact to the environment. (financed by UNDP). Value: 17.180,00 Eur

Job Title: Project manager

- Responsible for Project cycle management (preparation of project proposals, fundraising, their timely and complete implementation, monitoring including technical review, reporting and project evaluation)
- **Facilitate training** for Tuzla and Ugljevik municipality representatives in establishing the energy management system. One-day training was organized and delivered for 15 Heads of departments, their deputies and senior officers in Tuzla Municipality and 10 in Ugljevik Municipality. Training had covered following topics: Financial planning for energy efficiency (EE) projects, Methods of project evaluation, financial analysis of the EE projects.
- **Facilitate one-day education** for pupils and community leaders in Tuzla (200 pupils and more than 50 community leaders) and Ugljevik (150 pupils and more than 10 community leaders) Municipality. Education covered topics on Environment protection and applying Energy Efficiency in households.

Project: Action to improve sustainable energy behavior of local authorities (financed by UNDP). Value: 17.900,00 Eur

Job Title: Project manager

- Responsible for Project cycle management (preparation of project proposals, fundraising, their timely and complete implementation, monitoring including technical review, reporting and project evaluation)
- Providing **technical assistance** to group of 5 employees of Department of public utilities and construction in Tuzla municipality (including head of department and associates), which has included: **Troubleshooting, Coaching and facilitating process of Financial and Capital investment planning** for using Renewable energy in the buildings of public interest.

Project: Capacity Building of Agriculture Businesses in Drought Adaptation in BiH (financed by USAID – DGP Programme). Value: 350.000 USD

Job Title: Project manager

- Responsible for Project cycle management (preparation of project proposals, fundraising, their timely and complete implementation, monitoring including

technical review, reporting and project evaluation)

- Responsible for **facilitation and coaching of local government's officers in operationalization of strategic planning** in 8 municipalities of North-East BiH (Bijeljina, Lopare, Gradačac, Čelić, Gračanica, Živinice, Zvornik, Lukavac, Petrovo), Brčko Distrikt, and 2 entities (FBiH and RS). Through facilitation and interactive work in small working groups (consist of 5 members), government officials were **coached** to finalize strategic planning for climate change adaptation and innovative drought adaptation support measures by defining implementation, financial and organization plans. Members of workgroups were local authority officials: head of economic/agricultural departments, their deputies, and departments' officers in each municipality. During the workshops following segments were covered:
- Responsible for moderation of the session on **3-days training and technical assistance** (reviewing, correcting, re-drafting and troubleshooting) for 7 cooperatives (ZZ Vočar - Zvornik, OPZ Prunus - Zvornik, ZZ Gračanka-Gračanica, ZZ Brka - Brčko Distrikt, ZZ Agrokoraj - Lopare, PMG-VIP Gradačac). Session had covered following topic: Operationalization of the strategy (the implementation plan, the financial plan and the human resources plan)

Project: Production of biodiesel utilizing used frying oil, aiming to present the opportunities of the use of alternative energy source in public transport of citizens. (financed by The Carbon Neutral Company, Waterloo Foundation and Mercy Corps): Value 51.129,00 Eur.

Job Title: Project manager

- Responsible for Project cycle management (preparation of project proposals, fundraising, their timely and complete implementation, monitoring including technical review, reporting and project evaluation)
- **Writing final report** on analysis and research of perspectives of using Biodiesel in public transportation. Reports were used as relevant documents for financial and strategic planning of sustainable transport in Tuzla Municipality.

Project: Strengthening the competitiveness of the marginalized population groups in the labor market; (financed by DVV International and co-financed by Municipality of Tuzla). The total project amount for four years is 43,000.00 Eur.

Job Title: Project manager

- Responsible for Project cycle management (preparation of project proposals, fundraising, their timely and complete implementation, monitoring including technical review, reporting and project evaluation)
- Responsible for **curriculum development and training delivery** for young unemployed persons in Tuzla Municipality, who attended practical technical training for production of solar collectors, installation of solar systems and small business management. Training was organized in a small groups consist of maximum 6 participants.

Project: Small business and entrepreneurship development in the Piskavica, Vlasenica municipality; (financed by UNHCR). Value: 15.000,00 Eur

Job Title: Project manager

- Responsible for Project cycle management (preparation of project proposals, fundraising, their timely and complete implementation, monitoring including technical review, reporting and project evaluation)
- Providing training, **coaching, troubleshooting and support** for 20 young unemployed persons in development of small business and financial plans and be able to qualify for donation and secure microcredit or other business start-up funding. As a result of coaching, 7 business plans have been supported by UNHCR.

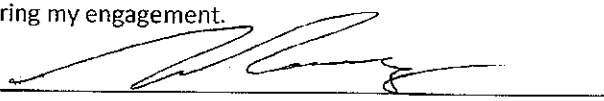
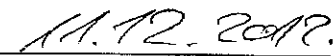
Project: Support in employment and self-employment through provision of agriculture inputs. (financed by Netherlands embassy in BiH). Value: 772.380,00 Eur

Job Title: Economic specialist

- Providing **one-day training, coaching, troubleshooting and support** for 249 returnee

		<p>families in small business start-up and financial planning, as well as linking them with Employment Services, Chambers of Economy and Trades Associations. One day-training was organized and facilitated in groups of 15 persons, with total number of 17 trained groups.</p> <ul style="list-style-type: none"> - Conducting local market analysis and providing more than 50 municipalities (including Gradačac, Lopare, Bijeljina and Vlasenica) with final report, which served as a baseline for budget planning and future financing of sustainable returning process in respective communicates. <p><u>Project: Save energy, save money, save the climate - Energy efficiency and renewable energies as effective vehicle for reducing public expenditure and combating poverty (financed by EU). Value: 167.000,00Eur</u></p> <p><i>Job Title: Senior Expert</i></p> <ul style="list-style-type: none"> - Facilitate one-day training (5 trainings in total) for municipality officers in: Derventa, Gradačac, Gračanica, Brčko Distrikt, Prnjavor). Training had covered following topics: Local community financial planning for support of Energy Efficiency (EE) projects, legal framework for financing such projects, Methods of projects' financial evaluation, Innovative ways of budgeting and financing EE projects. <p><u>Activity: Municipal commission for improving environment protection in Integrated strategic planning in Tuzla Municipality</u></p> <p><i>Job Title: Senior Expert</i></p> <ul style="list-style-type: none"> - As a Member of Municipal commission, had responsibility to provide expertise, reports and analysis on local socio-economic situation related to environment preservation. Commission had 15 members (representatives of Local NGOs, Municipal departments, Power Plant company, Company for Electro-distribution, Central Heating Company, Medias etc.). <p><u>Activity: Consultant service for MDGF/UNDP program in BiH</u></p> <p><i>Job Title: Consultant</i></p> <ul style="list-style-type: none"> - In 2010 and 2011 providing consulting services for MDGF/UNDP program in Bosnia and Herzegovina as an expert on Writing reports and performing Economic/Finance analysis of projects for improving Energy Efficiency.
January 2010 until present	University in Tuzla and University of Zenica, Faculty of Economics	<p><i>Job Title: Associate assistant on subjects "Informatics in business" and "Mathematic methods in economy"</i></p> <ul style="list-style-type: none"> - Running the practical lessons within the subjects "Informatics in business" and "Mathematic methods in economy"; - Assisting the professor in preparation of exam tasks and questions; - Providing consultations and advices in a groups of 30 students; - Assisting the professor in checking and grading the exam papers.
Spetember 2005 - 2012	FINCONSULT, Tuzla	<p><i>Job title: Senior external expert</i></p> <ul style="list-style-type: none"> - Performing lectures with practical exercises on the subject of Financial Management, Capital Investments, Methods of Capital Investments Evaluation, Evaluation techniques, Budget planning, municipal bonds. Education is organized within programme for professional development in the field of accounting (Certified Accountant and Certified Financial Auditor). More than 300 persons attended these classes. Among others, several municipal accountants (municipalities: Banovići, Kalesija, Gradačac, Brčko, Bijeljina) have attended and successfully finished this program.
January 2006 - October 2008	Mercy Corps, Portland, USA, office in Tuzla, B&H	<p><i>Job Title: Economic Specialist</i></p> <ul style="list-style-type: none"> - Providing SMEs consulting (support in start-up or enhancement of existing small businesses, Cost/Benefit analysis development, business management advising, conducting market surveys, economic micro-region analysis and consideration of micro-region development issues); - Responsible for market surveys and assessments in order to determine economic justification and viability of individual businesses to be supported; - Responsible for linking the project beneficiaries with the available market and relevant economic development stakeholders in the region and wider area.

		<ul style="list-style-type: none"> – Responsibility for capacity building of beneficiaries and project partners/associates; – Participation in development of new project proposals providing relevant economy-related inputs and recommendations; – Planning of training and educational activities beneficiaries, partners and other related stakeholders; – Liaison and coordination of the activities with educational institutions and experts providing consultancy services within the projects implementation; – Direct implementation of inter-community, inter-entity and inter-regional economic development activities aimed at cooperation between the different economic development stakeholders, mainly in the field of agriculture; – Cost benefit analysis and feasibility study for the economic development projects in local community and region; – Procurement management; <p><u>Specific activities and project</u> <u>Project: Economic revitalization and stabilization of returnee communities in Northern BiH (financed by Dutch government)</u> <u>Job Title: Economic Specialist</u> Responsible capacity building and economic development of 100 returnee families, which covered coaching and advising in: Financial management, Capital investment, small business assessment, advising and linking their businesses with local economic development stakeholders (Employment Services, Chambers of Economy and Trades Associations). Also activities on this project included: market surveys and assessments, small business activity overview, cost benefit and capital investment analysis on starting up agriculture cooperatives and food processing companies in the Srebrenica region. Responsible for establishing and maintaining extensive communication with local authorities and securing their support in process of returning displaced persons. Organizing and facilitating one-day workshops and meetings with local authorities (Municipalities of: Lopare, Srebrenik, Modriča, Odžak, Vukosavlje, Šamac, Doboj, Zvornik, Brod, Vlasenica, Milići, Bratunac, Kalesija, Tuzla, Derventa) on the subject of: budget and investment planning for sustainable displaced persons returning process. One-day workshops and meetings were organized for a group of 4 municipal representatives in each municipality.</p>
October 2004 – October 2005	University in Tuzla Faculty of Economics	<p><u>Job Title: Demonstrator on subject "Finance and actuarial algebra"</u></p> <ul style="list-style-type: none"> – Running the practical lessons within the subjects "Finance and actuarial algebra" and "Mathematic methods in economy"; – Assisting the professor in preparation of exam tasks and questions; – Providing consultations and advices to students; – Assisting the professor in checking and grading the exam papers.
1996-2000 (during summer and winter holidays)	Paradigma doo, Tuzla	<p><u>Job Title: Sales Officer</u></p> <ul style="list-style-type: none"> – Performing regular activities related to local sale, export and providing marketing assistance.
References no.1:	<p><u>Name: Siniša Rodić</u> <u>Designation: National program manager and coordinator</u> <u>Organization: MDG-F, UNDP BiH</u> <u>Contact Information: Trg Rep. Srpske 1, 78000 Banja Luka, 387 51 323 711, sinisa.rodic@undp.org</u></p>	
References no.2:	<p><u>Name: Ismet Kalić</u> <u>Designation: Director,</u> <u>Organization: FINconsult</u> <u>Contact Information: Armije RBiH 15, 75000 Tuzla, 387 35 277 275, finconsult@bih.net.ba</u></p>	

References no.3:	<i>Name: Edin Osmanbegović</i> <i>Designation: Professor</i> <i>Organization: University of Tuzla,</i> <i>Contact Information: Faculty of Economics, +387 61 101 741, edin.osmanbegovic@untz.ba</i>
Declaration: I confirm my intention to serve in the stated position and present availability to serve for the term of the proposed contract. I also understand that any wilful misstatement described above may lead to my disqualification, before or during my engagement.  _____ Signature of the Nominated Expert  _____ Date Signed	