**Expert Position Opportunity**

**1. Position:**

IT Security and IT Strategy Expert (Senior Non-Key Expert)

**2. Project title:**

Technical Assistance for the contract “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”  
  
**3. Project number:**

NEAR/BEG/2022/EA-RP/0110

**4.** **Reference documents:**

* Terms of Reference of the projects Technical Assistance for the contract ‘’Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)” and “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”
* Methodology of the Technical Assistance Contractor selected to implement the project: Technical Assistance for the contract ‘’Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”
* Methodology of the Software development contractor, selected to implement the project: “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”
* Current CAS IT Strategy and IT Tactical Plan (Road map)
* MASP – Master Annual Strategic Plan

**5. Starting date of the assignment:**

December 15, 2023  
  
**6. Duration of the assignment:**

December 2023 - May 2026  
  
**7. Project Objectives:**

The overall objective of the project is to continue the process of modernisation of the Customs administration, which will provide access to the common computerised customs systems, as well high-quality services to citizens and business entities following the EU accession process of the Republic of Serbia towards joining the EU.

The expected outputs of this contract are as follows:

* Result 3 - Draft updated IT Strategy and IT Tactical plan of CAS, calibrated IT infrastructure components to meet the non-functional requirements related to the functioning of AIS, AES and CDS – accessibility, security, performance, etc.
  + Draft updates the IT Strategy and IT Tactical planning;
  + Support the IT infrastructure setup (calibration);
  + Monitor the IT Security compliance of the new IT Systems AIS, AES and CDS;
  + Support the data governance and data analytics.

**8. Requirements:**

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| --- | --- |
| Qualification & Skills | * A level of education which corresponds to completed university studies of at least 3 years in Information Systems and Technologies or equivalent * In the absence of formal education, 12 years of professional experience in the field for which the expert is mobilised * Fluent in English, both written and spoken * Strong collaboration within a team * Serbian language is an asset |
| General professional experience | Minimum 7 years of professional experience in the field of ICT |
| Specific professional experience | * Minimum 3 years of experience in providing support to different companies in the area of IT security * Minimum 3 years of experience in planning of ICT projects * Knowledge of planning of ICT projects within EU * Occupied at least 1 position as an IT Security expert on a project * Participated in preparation at least 1 IT Strategy and IT Tactical plan (Road map). |

**9. Area of expertise:**

Participate in drafting of IT Strategy and IT Tactical Plan (RoadMap) in 2 phases. First phase should be done at the initial stage of the project and should imply that current IT strategy and Tactical Plan (Road Map) are analysed and elaborated based on the new project schedules related to implementation of AIS, AES, CDS and other planned ICT project and ICT initiatives. Second phase should be done at the end of the project and the outcomes of the new systems should be incorporated. Both updates must respect the planning system of the Republic of Serbia. In both phases, a sequent version of the IT Strategy and IT Tactical Plan should be presented and accepted. Perform security audits of other contractors by establishing relevant audit objectives, plans, test controls etc. The entire process will require organization of meetings and interviews. Monitoring of the IT Security compliance for the new IT Systems. This will include assessments of IT Security, communication infrastructure and network consolidation.

**10. Areas of responsibility:**

The expert will work closely with the Project Team and other Project Team Experts, beneficiaries, and stakeholders to ensure the implementation of the activities of the following Project components, on his/her area of expertise:

* Prepare security audit plan of other contractors
* Conduct security audit and prepare audit report
* Analyse current IT Strategy and Tactical Plan
* Drafting update IT Strategy and Tactical Plan at the first phase
* Drafting update IT Strategy and IT Tactical plan at the second phase
* Preparation recommendation for realisation of identified ICT projects and ICT initiatives including priorities and potential source for financing
* Perform assessment of IT Security compliance of AIS, AES, CDS and submodules
* Perform assessment of the communication infrastructure and network consolidation
* Organisation and delivery of training programmes in domain of monitoring IT compliance of IT systems
* Cooperation with the Project Team, CAS representatives and external contractors during the implementation of their tasks

**11. Related outputs:**

* Audit plan
* Audit reports
* Updated IT Strategy after first stage
* Updated IT Tactical plan (Road map) after first stage
* Updated IT Strategy after second stage
* Updated IT Tactical Plan (Road map) after second stage
* Ad hoc reports based on the requests by the external contractors related to the IT security policy of CAS
* IT Security training materials
* Assessment of system security, including identification of vulnerabilities, assessment of risk and potential threats for assets
* Templates for identification of security issues

**12. Evaluation of work:**

The expert’s performance will be assessed by the project TL, KE 2, and the Beneficiary’s representative.

**13. General information**

The interested candidates are invited to submit a detailed curriculum vitae by November 30, 2023, via email to the following address [Nadja.Petrovic@rs.ey.com](mailto:Nadja.Petrovic@rs.ey.com). Only shortlisted candidates will be contacted.

**Note that civil servants and other staff of the public administration, of the partner country or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. Experts must be independent and free from conflicts of interest regarding the responsibilities defined in this document.**