



<p>JOB TITLE</p>	<p>Coordinated Border Process Management Specialist</p>	<p>REPORTS TO</p>	<p>Project Director</p>
<p>CLASS/ SALARY SCALE</p>	<p>Salary is Negotiable</p>	<p>AUTHORITY OVER</p>	<p>Integrated Risk Management Officer</p>
<p>JOB SUMMARY & OBJECTIVES</p>	<p>Government of Sri Lanka has decided to establish a Trade National Single Window System as a single entry point for submission of documents and data requirements by the traders on their cross border trade flows (Imports, Exports and Transshipments) to the Border Trade Regulatory Agencies. This gateway is intended to simplify the data exchange and its interoperability across those agencies and traders through streamlined electronic transactions. The result of such process shall also be notified to the applicants through the automated Trade National Single Window System.</p> <p>Trade National Single Window Systems Project (TNSWS) will be implemented by three (3) stages namely, Preliminary Stage, Implementation Stage and Operational Stage over a period of 36 months approximately and implementation will be led by the TNSWS Project Implementation Unit (PIU).</p> <p>The Coordinated Border Process Management Specialist will oversee and execute a trade related border management strategy, processes, and plans for the TNSWS, including risk management-related activities. In addition, the Coordinated Border Process Management Specialist will be expected to:</p> <ul style="list-style-type: none"> • Design a coordinated trade related border management strategy (CBM) with streamlined import, export, and transit processes and procedures for the TNSWS to facilitate efficient cross-border movements of goods; • Provide technical input to draft legal and regulatory framework for inter-agency cooperation and information exchange; • Support the establishment and operationalization of institutional settings for trade related coordinated border process management in a single window system environment; • Provide guidance and capacity-building support to CBM implementation; • Facilitate strong stakeholder linkages and relationships with and between customs, other regulatory border agencies, and other stakeholders with border-related responsibilities; • Guide and collaborate with TNSWS PIU staff and other stakeholders on relevant customs and regulatory border management systems, processes, agencies, stakeholders, channels, and requirements for NSW operations; • Manage regulatory impact assessments to identify and assess gaps in current border management processes and practices; work closely with Business Process Re-engineering Specialist to identify simplified, streamlined, and harmonized trade processes for border agencies; • Support and manage the design, implementation, and monitoring of a coordinated trade related border management strategy for the NSW that increases intra-agency, inter-agency, and bilateral/international cooperation; and • provide input for the legal and regulatory framework for cooperation and information exchange. 		



**REQUIRED
SKILLS &
EXPERIENCE**

I. Academic Qualifications:

- Bachelor's Degree in Economics or Business or Public Administration or International Trade or Public Policy, or a relevant field (Master's Degree in relevant field is preferred); or
- An equivalent qualification in the relevant field.

II. Work Experience & Skills:

- Minimum 08 years of experience relevant to cross border process management activities, out of which at least 04 years of experience should be in the Senior Managerial Level;
- Expert knowledge of the Sri Lankan customs and regulatory environment for trade;
- Experience working for or engaging with the GoSL (on customs regulations, border management and security, or trade policy, strongly preferred);
- Knowledge of international best practice standards, including the WCO Revised Kyoto Convention, WCO Data Model, and WTO TFA;
- Strong stakeholder management, executive presence, and interpersonal relationship skills, particularly in a government context; and
- Proficiency in using MS Office products and tools, such as MS Word, MS PowerPoint, and MS Outlook, to create high-quality work products; or
- Class I officer of Government All Island Services or a similar status in the relevant field with at least 02 years of experience in the Class I post.

III. Language Requirements:

- Fluency in English, Sinhala, and/or Tamil