



*Transforming Lives Through Agribusiness*

REQUEST FOR EXPRESSION OF INTEREST-RECRUITMENT CONSULTANT FOR COMMUNICATION AND KNOWLEDGE MANAGEMENT POSITION

- 1) The Assignment:  
Support Kilimo Trust in the recruitment process for a Program Assistant Knowledge Management and Communication Position for the R4ICSA Project.
- 2) About Kilimo Trust:  
Kilimo Trust (KT) is an independent regional agricultural development organization - working on agriculture for development across the EAC Region. It is registered in the Republic of Uganda, and it implements projects across all EAC Partner States. The core business of KT is to support the transformation of food and nutrition security in the EAC Region away from high-risk subsistence farming into lower risk trade-based systems.
- 3) About the Assignment:
  - a) The consultant will be required to support Kilimo Trust in the following specs:
    - i) Shortlisting of candidates
    - ii) Selection and conduct Interview for the candidates.
- 4) The Consultant will be expected to:
  - a) To share a list of shortlisted candidates for the Interview
  - b) To prepare Interview guide for the interview
  - c) To propose interview methodology for the position
  - d) Provide Interview report.
- 5) Time  
Time frame for the assignment is Ten (10) days starting from 24<sup>th</sup> April to 5<sup>th</sup> May 2023.
- 6) Degree of Expertise and Qualifications of the Consultant / Firm:
  - a) Proven Expertise and East Africa Region Experience with NGOs
  - b) Excellent understanding of Knowledge Management and Communication
  - c) Over 5 Years' experience in Communication Industry
  - d) Possess relevant qualifications.
  - e) Excellent Analytical, Presentation and Communication skills.
- 7) Mode of Application.

All Interested consultants must submit online via email to [recruitment@kilimotrust.org](mailto:recruitment@kilimotrust.org) their Expression of Interest (Eoi), Financial Proposal, two reference letters from their clients, Copy of the Trading License, and a Valid URA Tax clearance certificate and Company Profile by the 19<sup>th</sup> April 2023 before 3:00pm

The Prospective vendor MUST clearly indicate in the Email subject Development of the Enterprise Resource Planning System for Kilimo Trust Kampala Head Office