



## **FHI 360 Nepal**

# **Vacancy Announcement for Consultants**

FHI 360, an international non-government organization (NGO), requests applications from qualified individuals to work as short-term consultants to perform a rapid assessment of Nepal CRS Company and Nepal CRS Healthcare to transitioning to a sustainable enterprise model under the United States Agency for International Development (USAID)-supported MOMENTUM Private Healthcare Delivery (MPHD) Nepal.

### **Major Responsibilities of team of consultants:**

- Carry out a rapid assessment to determine the progress, status, and legal issues of the wholly-owned subsidiary (WOS) model and the proposed transition to an enterprise model of a fully for-profit, tax-compliant company that focuses on selling health products fulfilling the purpose for its initiation /existence.
- Carry out an in-depth assessment of the service delivery, demands, leadership style, and management practices of CRS Healthcare.
- Carry out an in-depth assessment of the legal, governance, and management issues critical to the success of the enterprise model.

### **1. Consultant: Legal expert (one)**

#### **Key Responsibilities:**

- Review regulatory environment of tax regulations for commercial sale of products, its effect in income generation, profit loss due to tax-exempt status and linkages with grant receipts and donor funding environment
- In depth review of the charter documents as memorandum of association (MoA) and articles of association (AoA), and review of the applicable laws and regulations (Company's Act 2063, Drug's Act 2035), applicable to the establishment and operation of CRS Healthcare.
- Review of the agreements with USAID and the deliverables of the agreement thereof and their current status.
- Review of all the documents including MoA and AoA of CRS and CRS Healthcare.
- Interview the Board of Directors (from both CRS and CRS Healthcare) to understand their understanding of the objectives, governance and management of WOS, roles and responsibilities of the Board of Directors (BoD) and current status.

**Qualifications:**

- Preferred master's degree in laws with at least two years of experience in their respective field or Bachelor's in law with at least five years of experience in their respective field.
- Experience in the laws of Nepal, especially in Companies Act, Labor Acts and other relevant Acts and Laws applicable to setting up a subsidiary company in Nepal.
- Previous work experience in consultancy with government/NGOs/INGOs preferably in subsidiary and enterprise models, transitions, legal requirements, especially in tax.
- Ability to write clearly and concisely in both languages (Nepali and English)
- Past work experience on conducting qualitative studies will be an advantage.

**2. Consultant: Management expert (one)****Key Responsibilities:**

- In-depth discussions / interviews with BoD, Management, employee and other stakeholders of CRS and CRS Healthcare to understand the legal and operational frameworks and issues and their understanding.
- Review progress of CRS Healthcare with the backdrop of its MoA and AoA, governance, management role of the board members and employees, services delivery (sales).
- Review the budget, trend of revenue generation and its utilization.
- Review of all the documents including MoA and AoA of CRS and CRS Healthcare.
- Analyze performance, structures, and HR requirements of current organizational business processes and the redefined (improved) processes, point out the benefits as well as possible changes that could impact other aspects of the organizational functions and systems of CRS Healthcare.
- Interview with the employees including the board members to understand the leadership, governance, and management of the CRS Healthcare.
- The management expert will have an additional responsibility to manage and lead the team. He/she will coordinate with FHI 360 and submit the task as stated in the terms of reference.

**Qualifications:**

- Preferred master's degree in management with two years of experience or bachelor's degree in Management with five years of experience.
- Experienced in company management, procurement, and human resource management.
- Past work experience on conductive qualitative and quantitative assessments is required.
- Work experience of working as a consultant will be an asset.
- Excellent written/verbal communication and written skills in English and Nepali.
- Sound in computer applications such as MS Word, MS Excel, and PowerPoint.

### **3. Consultant: Marketing expert (one)**

#### **Key Responsibilities**

- Explore market and recommend future pursuing business activities and opportunities for CRS and CRS Healthcare.
- Study donors and grants overall funding landscape for social marketing receding globally and existential crisis for CRS and CRS Healthcare.
- Interview with the CRS Healthcare employees to understand the products and market, the degree to which CRS Healthcare is able to procure and supply the products in market with special focus on hormonal contraceptives.
- Interview distributors and other stakeholders that do business with CRS Healthcare to understand service deliveries and demand
- Analysis of the legal provisions and barriers thereof for the transfer of product and marketing licenses of hormonal contraceptives from CRS to CRS Healthcare.

#### **Qualifications**

- Preferred masters' degree in business administration or marketing with more than two years of experience in related field or related studies with more than two years of experience in marketing field
- Experience in the sales and marketing of pharmaceutical/health products with experience in Nepal Drug Act 2035 and experience in obtaining the import licenses for pharmaceuticals and health products.
- Prior working experience with the Department of Drug Administration is advantageous.
- Excellent written/verbal communication and written skills in English and Nepali.
- Sound in computer applications such as MS Word, MS Excel, and PowerPoint

#### **How to Apply:**

Interested individuals are requested to send a cover letter, updated CV with proposed consultancy daily rates, and a list of two references by April 28, 2022, at [Nepal.recruitment@fhi360.org](mailto:Nepal.recruitment@fhi360.org)