



# Vacancy Announcement

## Senior Consultant

### Situation Analysis and Development of Private Sector Engagement Strategy for Employment Service Centres (ESCs)

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- 1. Background:** Employment Service Centres (ESCs) have been established in Nepal at the municipal level to facilitate employment services including job matching, career counselling, labour market information, and referral services. These centres are intended to function as labour market intermediaries linking jobseekers with employment opportunities while supporting national efforts to reduce unemployment and underemployment.

Despite their importance, ESCs continue to face several operational and structural challenges. These include limited engagement with the private sector, insufficient alignment between labour market demand and available skills, limited awareness and accessibility of ESC services particularly in rural areas and underutilization of digital technologies. As a result, ESCs are often unable to provide demand-driven employment services that respond effectively to employer needs.

Recognizing the critical role of the private sector in job creation, the Federation of Nepalese Chambers of Commerce and Industry (FNCCI), in collaboration with the International Labour Organization (ILO), is implementing an initiative to strengthen the role of ESCs through enhanced private sector engagement.

FNCCI aims to conduct a comprehensive Situation Analysis to assess the current level of engagement between ESCs and private sector employers including skills training providers, identify challenges and opportunities, and generate evidence to guide the development of a Private Sector Engagement Strategy.

The strategy will provide a structured framework to strengthen collaboration between ESCs and employers and skills training providers, improve labour market matching, and enhance employment promotion services.

- 2. Objective of the Assignment**

The overall objective of this consultancy is to conduct a comprehensive situation analysis of private sector engagement with Employment Service Centers (ESCs) and develop a private sector engagement strategy that strengthens sustainable collaboration between ESCs and employers and skills training providers.

- 3. Specific Objectives:** The consultancy will aim to:

- Assess the current level engagement and collaboration between ESCs and private sector employers and skills training providers including their needs, expectations and constraints.
- Identify operational, institutional, and policy barriers limiting employers' perception.
- Analyse employers' recruitment practices and expectations from ESCs.
- Develop a practical and implementable Private Sector Engagement Strategy with a roadmap with current national and international good practices in employer engagement in employment services.
- Propose mechanisms and tools to improve alignment between labour market demand and the services provided by ESCs, including skills matching and recruitment support.
- Recommend approaches for increasing employer participation in ESC programmes, including outreach, communication, and incentive structures.
- Outline actionable measures for strengthening the use of digital tools and platforms to facilitate employer engagement and service delivery.

**4. Scope of Work:** The consultant will undertake the following tasks:

**4.1. Desk Review:**

- ESC operational guidelines and employment policies, and programmes - National Employment Promotion Programme Directives and other Skills development and vocational training programmes
- Labour market studies and employment reports Relevant international labour standards and best practices on employment services
- Existing research on public employment services and private sector engagement, including “Assessment of Public Employment Services and Labour Market Policies in Nepal” (<https://www.ilo.org/publications/assessment-public-employment-services-and-labour-market-policies-nepal> )

**4.2. Situation Analysis:** The situation analysis will assess the current landscape of ESC and private sector engagement, including;

- Mapping current interaction patterns between ESCs and employers
- Assessing the level of employers' participation in ESC services
- Evaluating ESC capacity to function as labour market intermediaries
- Identifying barriers to employer engagement
- Reviewing vacancy collection and recruitment processes
- Accessing the use of digital tools and data sharing systems
- Identifying labour market needs in key sectors

**4.3. Stakeholder Consultations:** To collect qualitative insights and feedback, FNCCI facilitate consultant to organize two provincial and one national consultation

workshops in Madhesh, Sudurpashchim and Kathmandu. The provincial and national consultations will involve;

#### **4.3.1. Provincial Consultation;**

- ESC representatives
- Employers and business associations
- Government officials
- Training institutions
- Youth and women representatives
- Development partners

#### **4.3.2. National Consultation;**

- Ministry of Labour, Employment and Social Security (MOLESS) and relevant ministries
- FNCCI Employers' Council
- ESC representatives
- Private sector representatives
- Training providers
- Development partners

The consultants will gather insights on labour market challenges, employer expectations, and practical approaches for strengthening ESC services.

### **5. Development of the Private Sector Engagement Strategy:**Based on the findings, the consultant will develop a Private Sector Engagement Strategy that includes:

#### **Key strategy pillars;**

- Structured employers' partnership models, including with private skills training providers
- Demand-driven service delivery mechanisms
- Labour market information and vacancy sharing systems
- Employer relationship management approaches
- Skills alignment with industry needs
- Incentives and recognition mechanism for employer participation
- Use of digital tools and platform to improve service delivery

**Implementation plan:** The strategy will also include;

- Implementation roadmap
- Institutional roles and responsibilities
- Resource requirements

- Monitoring and evaluation frameworks
- Sustainability considerations

**6. Strategy Methodology:** The consultant will apply a mixed-methods approach including:

- Desk review of relevant documents and policies
- Key informant interviews with employers, ESC staff, and policymakers
- Stakeholder consultations and focus group discussions
- Labour market analysis
- Review of international good practices in employment service delivery

**7. Deliverables:** The consultant will deliver the following outputs:

**7.1. Inception report:** Including methodology, work plan, and consultation plan.

**7.2. Situation analysis report:** Including assessment of current ESC and private sector engagement, labour market analysis, key challenges and opportunities, and national and international good practices.

**7.3. Consultation summary Report:** This includes two provincial and one national consultation summary reports.

**7.4. Draft private sector engagement strategy**

**7.5. Final private sector engagement strategy (English and Nepali):** Including strategic framework, implementation roadmap, and monitoring mechanism.

**8. Duration of Assignment:** The consultancy will be conducted over 18 working days.

## **9. Proposed Work Plan**

<b>Phase</b>	<b>Activates</b>	<b>Duration</b>
Phase 1	Desk review and inception report preparation	2 days
Phase 2	Situation analysis and stakeholder mapping	2 days
Phase 3	Provincial consultation workshop	4 days
Phase 4	National consultation workshop	2 days
Phase 5	Data analysis and strategy drafting	4 days
Phase 6	Finalization of strategy and submission	4 days

**10. Duty Station:** The assignment will be primarily based in Kathmandu, with travel to Madhesh and Sudurpaschim provinces for consultation workshops. Travel related to provincial consultations and workshop will be covered by the project as per the applicable rules.

**11. Payment and Taxation:** The consultancy fee will be negotiable based on qualification and experience. A 15% tax will be deducted from the final agreement consultancy fee as per the prevailing tax laws of Nepal.

**12. Required Qualifications:** The consultant should possess;

- Advanced degree in economics, labour market studies, development studies, public policy, or a related field.
- Minimum 7 years of experience in labour market analysis, employment promotion, or related field.
- Demonstrated experience in conducting policy research, situation analysis, strategy development, and stakeholder consultations.
- Strong understanding of Nepal's labour market, private sector ecosystem, and employment policies.
- Experience working with government, private sector institutions, or international organizations will be an advantage.
- Excellent analytical, facilitation, and report-writing skills.

**13. Reporting & Coordination:** The consultant will work under the overall guidance of FNCCI and coordinate closely with the SESC project team, ILO Nepal. All reports and deliverables will be submitted to FNCCI for review and approval.

**14. APPLICATION:** Interested individual (national) candidates with relevant expertise are requested to submit their (1) Cover letter explaining why you are the suitable candidate for this assignment, (2) expected fees (3) CV. Applicants, and (4) short concept note. Applicants are requested to send these documents to [fncci.hrd@gmail.com](mailto:fncci.hrd@gmail.com) within 7 days from the date of publication of this vacancy notice. Applications received after 7 day deadline will not be considered.

**Please indicate, application for Senior Consultant "Conduct a comprehensive Situation Analysis Report, to systematically assess the current state of private sector engagement with Employment Service Centres (ESCs)" in the subject line.**