

PAYMENT SPECIALIST

Background

Government of Sindh (GoS), through the Sindh Social Protection Authority (SPA), is implementing the “**Strengthening Social Protection Delivery (SSPD) System in Sindh**” project with the assistance of the World Bank to strengthen social protection service delivery system and enhance accessibility and utilization of mother and child health services in selected districts in Sindh.

The project will support three components, financed through an Investment Project Financing (IPF) instrument, with US\$200 million from the International Development Association (IDA) and US\$30 million from counterpart funding. The Project components are: (a) Strengthen Sindh Social Protection Service Delivery Systems to support the modernization of systems and processes to fully operationalize the newly established Sindh SP Authority and improve its institutional capacity by strengthening the administrative, operational, policy, and planning functions and capabilities, including the development of energy efficient/climate-smart information technology (IT) systems and capacity building through the provision of technical assistance; (b) Mother and Child Support Program (MCSP) focusing on birth and first 1,000 days where risks and needs are high but programmatic responses are weak; the main objective of this component is to create demand for Maternal and Newborn Child-Health (MNCH) services and promote behavioral change to increase uptake of the MNCH services focusing on the first 1,000 days of life through the provision of CCTs in selected districts; and (c) Contingent Emergency Response with zero allocation, providing the Borrower to gain quick access to Bank financing to respond to a crisis or emergency. As part of a comprehensive disaster risk management strategy, the Contingent Emergence Response Component typically provides support for immediate rehabilitation and reconstruction needs.

Objectives of the Assignment

In order to achieve the objectives of the project, SPA, being the lead implementing agency for SSPD, is in the process of putting in place the required technical staff under the Project Directorate based in SPA’s Headquarters at Karachi. To that end, SPA requires services of a “**Payment Specialist**” to perform the below mentioned roles and responsibilities.

Scope of Functions

- Develop a sound understanding of existing payments system/procedures and the management of funding received by SSPA, from government and donor agencies.
- Design and develop/update the existing Payments Manual(s) involving protocols/procedures for payments related to Conditional Cash Transfer (CCT)/ including payment reconciliation and payment complaints management.
- Prepare and support the development of annual cash transfer budgets (expected amounts needed for beneficiary’s payments and service charges to payment agencies).

- Prepare beneficiary payment lists as per schedule.
- Monitor functioning of the complete Payment Cycle throughout the payment period. Undertake reconciliation of the payment amount generated for CCT component against the actual amount disbursed and submit report. Prepare reports on Cash withdrawal, De-crediting/Re-crediting beneficiaries and their amounts by payment service providers (PSPs), notifying discrepancies to them for correction as well as new beneficiary enrollment, beneficiary deposit and beneficiary withdrawal.
- Liaise with PSPs for improving beneficiary related services and resolving payment related issues. Ensure efficient handling of payment-related complaints at SSPA and field level.
- Analyze, plan, design, implement, and monitor and ensure compliance with internal control framework (Operations Manual, SOPs and the Bank's fiduciary guidelines etc.) and government rules and procedures while processing beneficiary payments.

Qualifications

- 16 years of education in Finance or Commerce / CA, ACMA/ACCA or related field from a reputed local or foreign university, duly recognized by the Higher Education Commission (HEC) of Pakistan.

Experience

- Minimum eight (08) years of post-qualification experience in Public or private sector in Financial Management & disbursement of beneficiary payments in large scales.
- The applicant should be well versed in proposing beneficiary payment solutions.
- Working knowledge of the public/ private sector accounting with thorough understanding of PFM cycle, regulatory mechanism, financial modeling of disbursement of large-scale beneficiary services will be an added advantage

Skills

- Strong interpersonal skills, including the ability to build relationships with, payment Service providers, stakeholders and work effectively with a diverse range of individuals.

Selection Process

The selection will be made in accordance with the “World Bank Procurement Regulations for Investment Project Financing Goods, Works, Non-Consulting and Consulting Services” November 2020.