**Expert Position Opportunity**

**1. Position:**

Customs Organizational Expert (Senior Non-Key Expert)

**2. Project title:**

Technical Assistance for the contract “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”  
  
**3. Project number:**

NEAR/BEG/2022/EA-RP/0110

**4.** **Reference documents:**

* Terms of Reference of the projects Technical Assistance for the contract “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)” and project “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”;
* Methodology of the Technical Assistance Contractor selected to implement the project: Technical Assistance for the contract “Implementation of Automated Import System (AIS), Automated Export System (AES) and Customs Decision System (CDS)”;
* Current organizational structure of CAS.

**5. Starting date of the assignment:**

June 9, 2025  
  
**6. Duration of the assignment:**

June 2025 - May 2026  
  
**7. Project Objectives:**

The overall objective of the project is to continue the process of modernisation of the Customs administration, which will provide access to the common computerised customs systems, as well high-quality services to citizens and business entities following the EU accession process of the Republic of Serbia towards joining the EU.

The expected outputs of this contract are as follows:

Result 2 - Drafted proposals for legislation changes, instructions, guidelines, rulebooks related to the implementation of AIS, AES and CDS, drafted CAS new organisation structure ready for acceptance, update of the Business strategy and intensified cooperation with the economic operators to support the implementation of AIS, AES and CDS.

**8. Requirements:**

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| Qualification & Skills | * A level of education which corresponds to completed university studies of at least 3 years in Law, Public administration, Economics or equivalent; * In the absence of formal education, 12 years of professional experience in the field for which the expert is mobilised; * Fluent in English, both written and spoken; * Knowledge of Serbian language is an asset. |
| General professional experience | Minimum 7 years of experience in the area of organisational and strategic planning in the area of customs |
| Specific professional experience | * Demonstrated expertise in customs administration processes, regulations, and policies. * In-depth knowledge of the organizational structure and functioning of customs administrations. * Proven experience in implementing and optimizing customs procedures and systems, with a focus on their operational impacts on organizational structure. |

**9. Area of expertise:**

Preparing the best practice paper related to experience of an EU Member State regarding changes in the Customs administration’s organizational structure in relation to the implementation of the AIS, AES, CDS and subsystems / Conducting interviews and workshops with the CAS representatives / Participating in the preparation of a Recommendation of the changes in CAS organization to facilitate the implementation of AIS, AES and CDS and the subsystems.

**10. Areas of responsibility:**

The expert will work closely with the Project Team and other Project Team Experts, beneficiaries, End Recipient, and stakeholders to ensure the implementation of the activities of the following Project components, on his/her area of expertise:

* Prepare the best practice paper;
* Participate in the preparation of the Recommendations for structure of the CAS organization changes based on the implementation of the AIS, AES, CDS and subsystems;
* Organise and hold workshops related to the experience of other EU Member States and their best practice in the area of organisational structure changes related to the implementation of AES, AIS, CDS and subsystems.
* Cooperate with the Project Team and CAS during the implementation of tasks.

**11. Related outputs:**

* Needs analysis and best practices paper;
* Recommendations for changes in the CAS organizational structure based on the implementation of the AIS, AES, CDS and subsystems;
* Mission/Workshops Reports.

**12. Evaluation of work:**

The expert’s performance will be assessed by the project TL, KE 2, and the Beneficiary’s representative.

**13. General information**

The interested candidates are invited to submit a detailed curriculum vitae by May 29, 2025, via email to the following address [Nadja.Petrovic@rs.ey.com](mailto:Nadja.Petrovic@rs.ey.com). Only shortlisted candidates will be contacted.

**Note that civil servants and other staff of the public administration, of the partner country or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. Experts must be independent and free from conflicts of interest regarding the responsibilities defined in this document.**