

# TERMS OF REFERENCE FOR SHORT-TERM/CONSULTANCY CONTRACTS

**JOB TITLE:** Food Technology Volunteer

**TYPE OF CONTRACT:** Volunteering

**UNIT/DIVISION:** Food Safety and Quality Assurance/ Supply Chain

**DUTY STATION (City, Country):** Dakar, Senegal

**DURATION:** 6 months

---

## BACKGROUND AND PURPOSE OF THE ASSIGNMENT:

FSQA in RBD is supporting the implementation of WFP food safety and quality protocols in 19 operations in West and Central Africa. The unit provides support to build the capacity of WFP staff and partners in food safety and quality and provide support to supply chain and programme functions to ensure safe, nutritious and high quality food aid is provided to beneficiaries.

## ACCOUNTABILITIES/RESPONSIBILITIES:

1. Support implementation of supplier audit processes: audit planning and confirmation; reporting and CAPA follow up; collect data and report on audit performance
2. Support food procurement activities through food inspection performance review: collect/analyze data and prepare report on performance evaluation of service providers in the region
3. follow up of food compliance testing in RBD: disseminate plan, collect information and prepare periodic report on implementation status

## DELIVERABLES AT THE END OF THE CONTRACT:

Report on required achievements

---

## QUALIFICATIONS & EXPERIENCE REQUIRED:

**Education:** Food Technology

**Experience:** No experience required

**Knowledge & Skills:** Food safety management, Food Quality management, food science

**Languages:** English and/or French

---

**Certified by Hiring Manager (name/title) & signature):**

..... **Date:** .....

**Accepted by Short-term/Consultancy contract holder (name & signature):**

# TERMS OF REFERENCE FOR SHORT-TERM/CONSULTANCY CONTRACTS

---

..... **Date:** .....