TERMS OF REFERENCE

Technical Assistant (TA) – Outcome 3: Mercury-Free ASGM

Position Title	Technical Assistant (TA) - Outcome 3: Mercury-Free ASGM
Project	planetGOLD Suriname: Advancing Formalization and Mercury-Free Gold in Suriname
Executing Agency	Ministry of Natural Resources (MNR)
Implementing Partner	UNDP (Support to NIM Modality)
Duty Station	Paramaribo, with regular travel to project pilot sites in the interior
Duration	12 months (renewable subject to satisfactory performance and availability of funds)
Reporting Line	Reports directly to the Project Manager (PM); works collaboratively with the Chief Technical Advisor (CTA)

1. Project Context

The GEF financed Full Size project (FSP) (Grant: USD5,250,000; implemented under the National Implementation Modality (NIM), with support from the United Nations Development Programme (UNDP) Country Office in Suriname, aims to overcome a sectorial context that encompasses a series of gaps that delay the national capacity to comply with the obligations of Suriname under the Minamata Convention for the ASGM sector, in an environmentally sustainable market approach, which will deliver multiple benefits at mining district, national and global levels through institutional strengthening and environmentally sound management and elimination of mercury.

This FSP is part of a Child Project under the planetGOLD global program launched by the GEF with the target of mercury reduction as its main objective, in compliance with the global commitments of the Minamata Convention. This project aims to achieve this target by introducing mercury-free gold extraction methods, and by helping to formalize the sector in 17 active countries around the world, being Suriname one of them.

This FSP has been organized into four components and four substantive outcomes:

- Outcome 1: A higher degree of formalization in the sector through multi-sectoral, integrated approaches and capacity building of formalization actors.
- Outcome 2: Improved income for ASGM miners through the attainment of better gold prices facilitated by transparent and responsible supply chains.
- Outcome 3: Reduced mercury use in ASGM enabled by the increased uptake of mercury-free technologies by miners.
- Outcome 4: Knowledge sharing and communication strategies targeted at all ASGM stakeholders to support and increase formalization and mercury reduction.

The project will provide Global Environmental Benefits in terms of avoiding six (6) tons of mercury currently used by small-scale gold miners; benefiting at least, 45,446 women and 45,736 men.

It is with this background that a qualified, experienced and self-motivated Technical Assistant (TA) is being sought for recruitment to support the Project Manager and Chief Technical Advisor in supervising and driving forward the technical implementation of Outcome 3.

Under Outcome 3, the project is undertaking pilot site interventions to characterize ore, quantify mercury-related gold losses, and demonstrate on-site that mercury-free processing technologies (scrubbing, centrifugal concentration, gravity recovery) recover more gold than current practice. This work requires close, continuous technical supervision across planning, procurement, and field implementation, and coordination with an expanding roster of technical consultants and contractors.

2. Overall Scope of Work

Under the direct supervision of the Project Manager, the Technical Assistant (TA) will be responsible for ensuring daily technical workflows, the technical delivery of planned activities, operational quality, and field supervision of project activities, with a core focus on Outcome 3 of Reducing mercury use in the ASGM sector.

Under direct supervision of the Project Manager and in close collaboration with the Chief Technical Advisor and Technical Consultants, the TA will ensure that engineering, mineral processing, and environmental management activities align with the Project Document (PRODOC).

3. Key Activities and Responsibilities

Outcome 3 Delivery: Reducing Mercury Use in ASGM

- Support the PM and CTA in translating the Outcome 3 targets and indicators of the Project Document (PRODOC) into actionable, sequenced work plans;
- Contribute technical input to the deployment of the technical interventions and related mercury-free technology pilots, including ore characterization, process auditing, and technology-demonstration activities;
- Support the preparation and technical review of guidance materials on mercury reduction, Best Environmental Practices (BEP), and comparative ore-processing methods (e.g. scrubbing vs. hammermilling, gravity concentration circuits);
- Track and report on progress against Outcome 3 indicators, GEF core indicators, and mercury-reduction targets, flagging technical shortfalls to the PM and CTA;
- Support the other project components where they intersect with Outcome 3 (e.g. miner engagement, technology-adoption incentives, capacity building).

Support to the Project Manager: Technical Implementation Management

- Assist in preparing and updating Annual Work Plans (AWPs), technical implementation schedules, and the project's technical risk register, and in monitoring adherence to them;
- Identify and flag technical risks, delays, or quality concerns to the PM and CTA, and propose practical corrective actions;
- Assist in preparing Monthly Project Reports (MPR), Quarterly Progress Reports (QPR), GEF Project Implementation Reports (PIR), and other donor reporting, in particular the technical sections relating to Outcome 3;
- Help resolve implementation issues and ensure sector-related technical input is available for planning and decision-making within the PMU.

Supervisory Support to Technical Consultants

- Provide day-to-day supervisory oversight of the technical consultants and contractors engaged under Outcome 3 (e.g. the Technical Expert(s), engineering and equipment specialists and contractors);
- Critically review and provide feedback on consultants' technical deliverables, reports, designs, and specifications, ensuring they meet the required quality, scope, and contractual timelines before submission to the PM/CTA;
- Track consultants' and contractors' deliverable milestones, and confirm technical completion and compliance prior to certifying payments;
- Help supervise the technical aspects of consultants' contracts and terms of reference, and support the onboarding and briefing of newly engaged technical specialists;

Collaboration with the Chief Technical Advisor: Technical Rollout Oversight

- Work closely with the CTA on the design, sequencing, and phased rollout of the project's technical activities across pilot sites;
- Support the CTA in reviewing technical specifications and procurement documentation for equipment and technical services
- Assist the CTA with technical due diligence on prospective suppliers and contractors, and with equipment commissioning and acceptance testing;
- Support knowledge transfer from the CTA and other international technical experts to national counterparts, including but not limited to the Geological Mining Department (GMD), MNR, and Regional Head Committees (RHCs).

Planning and Implementation

- Contribute to the preparation of detailed technical work plans and implementation schedules for Outcome 3 activities, in full consultation with the PMU team;
- Ensure adherence to agreed work plans, and help re-plan or re-sequence activities where field conditions (e.g. seasonal access, site readiness) require adjustment;
- Review and interpret key background documents, technical studies, and consultants' reports relevant to project planning.

Procurement Support

- Assist in the preparation and technical review of specifications, RFQs/RFPs, and bid documents for technical goods and services;
- Support the technical evaluation of bids and proposals against agreed specifications, and contribute to bid-evaluation reports and recommendations;
- Track technical procurement milestones against the project's procurement and implementation timeline, and flag delays or risks to the PM/CTA;
- Support technical contract management once awards are made, including verifying that delivered goods and commissioned works meet the contracted technical requirements.

Field Supervision and Implementation

- Undertake regular field visits to project pilot intervention sites to supervise the technical implementation, commissioning, and operation of mercury-free technologies;
- Support compliance with Health, Safety and Environment (HSE) protocols, environmental safeguards, and community-engagement requirements during field activities;
- Supervise or support bulk ore sampling, processing campaigns, and technical data collection in the field, ensuring data quality and integrity;
- Liaise on-site with holders of mining rights, miners and local technicians to support trust-building and technology adoption.

Cross-Cutting Responsibilities

- Assist in implementing the project's technical work to ensure results are in accordance with the PRODOC and its indicators of success;
- Maintain a close working relationship with key project stakeholders;
- Undertake, in collaboration with the PM and CTA, any other technical actions related to the success of the project.

4. Technical Areas of Expertise

The Technical Assistant is expected to bring working technical knowledge across the following areas relevant to Outcome 3:

- **Environmental management:** environmental safeguards, impact assessment, and Best Environmental Practices applicable to ASGM;
- **Mercury assessment:** mercury-use patterns in ASGM, quantification of mercury-related gold losses, and mercury-reduction strategies consistent with the Minamata Convention;
- **Mining and mineral processing:** ore characterization, comminution, gravity concentration, and comparative processing methods for alluvial/saprolite ores;
- **Engineering:** mechanical and process-engineering aspects of field processing equipment (scrubbers, centrifugal concentrators, generators, water-management systems);

- **Tailings and waste management:** settling-pond design, zero-discharge water management, and industrial/chemical waste handling in remote field settings.

5. Minimum Qualifications & Experience

A. Education

- At least a Bachelor's degree in Mining Engineering, Metallurgy/Mineral Processing, Environmental Engineering or Environmental Science, Natural Resources Management, or a closely related field. A Master's degree is an asset.

B. Experience

- **Core Technical Experience:** A minimum of 3 years of professional working experience in mineral processing, mining engineering, or environmental management, with a clear focus on the extractive or natural resources sector.
- **Sector Knowledge:** Preferably operational understanding of the Artisanal and Small-Scale Gold Mining (ASGM) sector, including gravity separation systems, tailing dynamics, and mercury abatement strategies.
- **Regional Context:** Demonstrated familiarity with the environmental and mining laws, regulatory frameworks, and geographical conditions of Suriname's interior.
- **Community Relations:** Experience working transparently and effectively with indigenous, tribal, or rural communities in Suriname is highly preferred.
- **International Standards:** Prior experience collaborating with international development partners, UN agencies, or GEF-funded projects is an asset.

C. Language Requirements

- Excellent and demonstrable Dutch and English language skills, both spoken and written;
- Demonstrable spoken Sranan Tongo language skills are a strong advantage;
- Working knowledge of an interior/tribal language relevant to the project's pilot areas (e.g. Aukan/Ndyuka, Saramaccan) is an additional advantage.

6. Competencies

- **Technical Credibility:** Ability to comprehend, analyze, and troubleshoot complex engineering blueprints, mineral processing workflows, and environmental impact data.
- **Rigorous Project Planning:** Competency in managing project dependencies, preparing technical schedules, and adapting to changing field conditions without compromising safety or quality metrics.
- **Cultural Sensitivity & Adaptability:** Demonstrated capacity to operate respectfully across diverse cultural, gender, religious, and socio-economic lines in remote field environments.

- **Analytical Matrix Assessment:** Strong problem-solving skills; ability to easily synthesize comprehensive field data into risk mitigation matrices and actionable decisions for the PMU.
- **Teamwork & Collaboration:** Proven capacity to foster a collaborative environment with technical consultants, government counterparts, and international advisors.

7. Expected Places of Travel

The position is based at the PMU office in Paramaribo, but requires regular, extended travel to remote mining sites in the interior of Suriname to execute direct field supervision, technology rollouts, and technical audits.

8. The following documents shall be required from the applicants:

a. **Personal CV**, indicating all past positions held and their main underlying functions, their durations (month/year), the qualifications, as well as the contact details (email and telephone number) of the Candidate, and at least three (3) the most recent professional references of previous supervisors. References may also include peers

b. A cover letter (maximum length: 1 page) indicating why the candidate considers him-/herself to be suitable for the position.

c. Managers may ask (ad hoc) for any other materials relevant to pre-assessing the relevance of their experience, such as reports, presentations, publications, campaigns or other materials.

CALL FOR CONSULTANCY

The Ministry of Natural Resources in collaboration with the United Nations Development Programme (UNDP) are engaged in the multi-year project **planetGOLD Suriname "GEF GOLD+: Advancing Formalization and Mercury-Free Gold in Suriname".**
The planetGOLD Suriname project aims to overcome a sectorial context that encompasses a series of gaps that delay the national capacity to comply with the obligations of Suriname under the Minamata Convention for the ASGM sector, in an environmentally sustainable market approach, which will deliver multiple benefits at mining district, national and global levels through institutional strengthening and environmentally sound management and elimination of mercury. The project is funded by, among others, the GEF through the UNDP and implementation is jointly in the hands of the Ministry of Natural Resources.

The planetGOLD Suriname project invites applications for the following individual consultancy:

TECHNICAL ASSISTANT (TA)

The consultancy is open to nationals.

The Terms of Reference (ToR) can be downloaded from the website https://gov.sr/ministeries/ministerie-van-natuurlijke-hulpbronnen/vacatures/ or requested via piugefgold@gmail.com

Interested candidates who meet the criteria mentioned in the Terms of Reference can send their **application** (***Cover letter and CV***) by email, no later than **August 06 2026 at 16:00 hrs. Suriname time** to piugefgold@gmail.com with a **cc** to silvia.karwofodi@gov.sr
The subject title of the email should read: *"Application for Technical Assistant "*

The submission letter should be addressed to:

The Ministry of Natural Resources of Suriname
Mr. Dr. J. C. de Mirandastraat 13-15
Paramaribo, Suriname
Attn. Deputy Permanent Secretary Financial Management

ONLY APPLICATIONS THAT MEET THE REQUIREMENTS AS SPECIFIED IN THE TOR WILL BE CONSIDERED

Supported by: Implemented by: Executed by: