INVITATION TO SUBMIT APPLICATIONS TO FILL THE CAPACITY AS AN INDEPENDENT ADJUDICATOR

OVERVIEW

The Government Procurement Services Department, under the portfolio of the Ministry of Finance and Economic Management, invites applications from suitably qualified residents on Montserrat, to provide high quality services for the position of an Independent Adjudicator.

The successful candidate will be selected following an assessment based on the eligibility criteria outlined below. The final individual will be appointed by the Honourable Financial Secretary in consultation with the Attorney General and will be tasked with executing the functions and duties as outlined in the Terms of Reference. The engagement will be for a period of three (3) years.

QUALIFICATIONS AND EXPERIENCE

The Ministry of Finance and Economic Management is seeking applications from residents in Montserrat who possesses the following:

The Independent Adjudicator shall be a **legally qualified individual**, as required by Regulation 47(1), "*the Independent Adjudicator shall be a legally qualified individual appointed by the Hon. Financial Secretary in consultation with the Attorney General for a period of three (3) years and shall be eligible for re-appointment for one (1) additional term*" with the following preferred profile:

1. A recognized law degree and professional legal qualification, eligible to practice in Montserrat or a comparable common-law jurisdiction.
2. At least ten (10) years of post-qualification experience, in areas including:
    - Administrative law, commercial law, procurement law or related fields;
    - Experience in adjudication, arbitration, mediation, tribunal work or judicial/quasi-judicial functions.
3. Demonstrated understanding of:
    - Public procurement principles, including competition, transparency, fairness and value for money;
    - International good practice in procurement challenges and review mechanisms.
4. Strong analytical, drafting and decision-writing skills, capable of issuing clear, robust and legally sound decisions within tight timelines.
5. High ethical standards, integrity and a track record of impartiality and discretion.
6. No existing or foreseeable conflicts of interest that could impair independence in discharging the functions of the office.

CONTENT AND DEADLINE

Suitably qualified and experienced residents who wish to serve as an Independent Adjudicator are requested to submit their application comprising of their Curriculum Vitae (CV) along with a cover letter explaining the value he/she can add to this role and other supporting documents such as certificates of academic qualifications and professional Reference Letters.

Prospective applicants seeking additional information on this assignment are invited to email procurement@gov.ms on or before **Friday, 2nd January 2026.** Detailed Terms of Reference can be obtained from the GOM Website on https://tenders.gov.ms/ or collect a hard copy at the Ministry of Finance and Economic Management Headquarters, downstairs of the Office of the Premier's building in Brades.

Applications are to be placed in an envelope labelled **'Application to fill the capacity as an Independent Adjudicator,** addressed to the Head, Government Procurement Services, Ministry of Finance and Economic Management and submitted, no later than **12:00 noon, local time, by Monday, 12th January 2026.**