

Call for Expression of interest

**EIT Urban Mobility –** **Selection framework for hiring Quality Assurance External Expert Reviewer(s) for Academy´s non-degree courses.**

**EIT Urban Mobility - Mobility for more liveable urban spaces**

EIT Urban Mobility KIC LE (“Contracting Authority” or “CA”)

Torre Glories, Diagonal 211 25th Floor

08018 Barcelona

Spain

EIT Urban Mobility

Barcelona | 10th June 2024

Expression of interest form: Quality Assurance External Expert Reviewer(s)

Dear Expert,

In completing and submitting the attached Expert Expression of Interest (EoI) form, you are applying to become a reserve expert to work with EIT Urban Mobility. All Expert EoI forms are reviewed against specific tasks, assignments, and selection criteria.

The Expert EoI form will help ensure EIT Urban Mobility choses the right experts for the right tasks. In the EoI form you will be requested to:

1) Provide personal information for contact purposes.

2) Describe your main skills and provide evidence of your expertise for

* A Master’s university degree attested by a diploma or equivalent professional experience.
* At least 4-5 years professional experience in quality assurance, preferably in professional/corporate/life-long learning education environment.
* Proven experience in international education projects
* Fluency in English (oral and written).

3) You should attach a CV to the application.

The entire document should then be saved as one single file in .pdf format.

Completed Expressions of Interest should be submitted by **14th June 2024 at 23:59 CET** to procurement@eiturbanmobility.eu. Candidates can be contacted for work assignment from the moment they have a confirmation of Expert EoI registration.

**Personal Information**

|  |  |
| --- | --- |
| **Name:**  | **Surname:** |
| **Nationality/ies:** | **Country of Residence:** |
| **Email:** | **Mobile:**  |
| **Gender:** | **Mother Tongue/s:** |
| **Languages:** | **English (C1 min):** |
| **Professional Web Profile: (i.e. LinkedIn, ResearchGate)** |

EIT Urban Mobility Quality System for Non-Degree Education and Training: Review and assessment of courses for quality assurance

**Knowledge and experience related to the services described in the detailed scope of work presented in the dossier of EIT Urban Mobility “Selection of Quality Assurance External Expert Reviewer(s) for Academy.**

|  |
| --- |
|  |

Max. 1000 words.

**Business expertise: Quality Assurance External Expert Reviewer**

Knowledge and experience in quality assurance, preferably in professional/corporate/life-long learning education environments

|  |
| --- |
|  |

Max. 300 words.

 **Experience working in international education projects.**

|  |
| --- |
|  |

Max. 300 words.

|  |
| --- |
| **How do you approach the evaluation of course content, instructional design, and learning outcomes to ensure they meet industry standards and learner needs**? |

Max. 300 words

|  |
| --- |
| **Examples of using different frameworks for assessing educational programme from a quality assurance perspective**. |

Max. 300 words.

Knowledge Sharing Quality Assurance External Expert Reviewer(s) expertise

|  |
| --- |
| **Ability to review and write clear and concise “review” reports of courses from a quality assurance perspective, with demonstrated capacity to provide recommendations for courses for future improvements to an audience of academic and/or non-academic course provider(s).**. |

Max. 300 words

CV

Please include your CV. Then save the entire document as a single file.

**Signed:**

[Signature of representative]

[Position of representative]

Applicant’s declaration form

<Date>

**Contracting Authority:**

EIT KIC Urban Mobility, s.l.u.

Torre Glories, Diagonal 211
25th floor

08018 Barcelona, Spain

 VAT Number: B67513630

**Subject:** EIT Urban Mobility – Call of Interest – Selection of quality assurance external Quality Assurance External Expert Reviewer(s) for Academy´s non-degree courses

In response to your letter of invitation for the above contract I, < Name and position of authorised representative of the firm>, hereby declare that we/I:

are/ am submitting this form for this contract. I confirm that I am not participating in any other call for the same contract in any form (as in a consortium or as an individual candidate).

I confirm that we shall take all measures to prevent any situation where the impartial and objective implementation of the contract is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest (‘conflict of interests’). I will inform the Contracting Authority immediately if there is any change in the above circumstances at any stage during the implementation of the tasks.

I accept that during the implementation of the contract and for four years after the completion of the contract, the supplier must keep confidential any data, documents or other material that is identified as confidential at the time it is disclosed (‘confidential information’).

I accept that during the implementation of the contract and for four years after the completion of the contract, the Contracting Authority has the right for the purposes of safeguarding its financial interests, the proposal and the contract of the supplier may be transferred to internal as well as external audit services.

I understand that if the information provided is proved false, the award may be considered null and void.

Yours faithfully,

<Signature of authorised representative>