

Republic of Azerbaijan

Ministry of Foreign Affairs

#3-20-17/2-5-63546/2023

The Ministry of Foreign Affairs of the Republic of Azerbaijan presents its compliments to the Korea International Cooperation Agency Office in Azerbaijan and in response to the letter KOICAAZ 23-044, dated October 24, 2023, has the honour to submit the proposal prepared by **the Ministry of Science and Education** regarding the “World Friends Korea(WFK) Advisors & Techno Peace Corps(TPC) / NIPA” Program.

The Ministry of Foreign Affairs of the Republic of Azerbaijan avails itself of this opportunity to renew to the Korea International Cooperation Agency Office in Azerbaijan the assurances of its highest consideration.

Attachement: 12 pages

Baku November 22, 2023

To the Korea International Cooperation Agency

Office in Azerbaijan

Baku city



**Azərbaycan Respublikasının
Xarici İşlər Nazirliyi**

**Ministry of Foreign Affairs
of the Republic of Azerbaijan**

№ 3-20-14/2-5-63546/2023

Azərbaycan Respublikasının Xarici İşlər Nazirliyi Koreya Beynəlxalq Əməkdaşlıq Agentliyinin Azərbaycan Respublikasındakı Nümayəndəliyinə öz ehtiramını ifadə edir və Agentliyin KOICAAZ 23-044 sayılı, 24 oktyabr 2023-cü il tarixli Notasına cavab olaraq, "Dünya dostları Koreya Məsləhətçi Proqramı" (World Friends Korea(WFK) Advisors & Techno Peace Corps(TPC) / NIPA) çərçivəsində müvafiq ehtiyac üzrə **Azərbaycan Respublikasının Elm və Təhsil Nazirliyindən** daxil olmuş iş təsviri formasını təqdim etməkdən şərəf duyur.

Azərbaycan Respublikasının Xarici İşlər Nazirliyi fürsətdən istifadə edərək Koreya Beynəlxalq Əməkdaşlıq Agentliyinin Azərbaycan Respublikasındakı Nümayəndəliyinə bir daha öz ehtiramını ifadə edir.

Qoşma: 12 vərəq

Bakı, 22 noyabr 2023-cü il

**Koreya Beynəlxalq Əməkdaşlıq Agentliyinin
Azərbaycan Respublikasındakı Nümayəndəliyi
Bakı şəhəri**





KOICA

nipa

NRF

“WORLD FRIENDS KOREA” ADVISORS & TECHNO PEACE CORPS

Korea International Cooperation Agency

National IT Industry Promotion Agency

National Research Foundation of Korea

The Government of the Republic of Korea is pleased to inform you that it has set up a **“World Friends Korea(WFK) Advisors & Techno Peace Corps(TPC)”** to dispatch to your country Korean experts with many years of experience in various fields. The program is aimed at providing support for the socioeconomic development of your country in the area of the exploration and planning of development projects, as well as technological and managerial consultation for the promotion of such projects.

The procedure of the program consists of the 4 steps as listed below. In general, it takes approximately 6 months from the initial survey of demand to the actual placement of experts. For this reason, the experts are dispatched every half year.(the TPCs are dispatched every year)

Steps	Contents	Expected period
1. Demand Survey	Demand survey via diplomatic channels	Nov. 2023
2. Planning	Planning	Dec. 2023
3. Recruitment	Preliminary application → Document examination → Interview → Medical examination → Selection	Jan. ~ May 2024
4. Preparatory Training, Dispatch	14 days of training in Korea Dispatch	Jun. 2024

The implementing agencies are the Korea International Cooperation Agency (KOICA) under the Ministry of Foreign affairs, National IT industry Promotion Agency (NIPA) under the Ministry of Trade, Industry and Energy and National Research Foundation of Korea(NRF) under the Ministry of Science and ICT.

The attached Job Description is designed to ask your government the needs and the results expected by your government from the WFK program. Please fill out the attached form in detail and submit it to the Korean Embassy **by 17, November 2023**.

Once the experts are selected based on your request, you are required to cooperate with the Korean Implementing Agencies by providing the necessary administrative procedures such as visa, acceptance letter, etc. Full requirements and procedures will be announced at a later date. Thank you for your cooperation.



* Guide for writing Job description

1. You should submit a Job Description for each expert.
2. The general information of Korean experts to be dispatched for WFK-Advisor/Techno Peace corps(TPC) are the following

Expert Title	WFK-Advisor		❶ WFK-Techno Peace corps(TPC)
	❶ KOICA Advisor	❷ NIPA Advisor	
Implement Agency	Korea International Cooperation Agency (KOICA) under the Ministry of Foreign affairs	National IT industry Promotion Agency (NIPA) under the Ministry of Trade, Industry and Energy	National Research Foundation of Korea(NRF) under the Ministry of Science and ICT.
Category	Advisor		Volunteer
Responsibilities	Policy making and Strategic planning, Technical support, etc		Research, Lecturing, etc
Workplace	Mainly Public Institution, Government Organization		Mainly University, Research Institution
Sector	Public Administration, Education, Health Agriculture, Forestry and Fisheries	Information Communication, Industrial Technology, Energy Resources, Trade/Investment, Local/regional Development	Science & Technology.
Background	More than 10(ten) years working experience in a relevant area		Specialists who have majored in the relevant fields(Priority given to holders of a Ph.D. or Master's degree)
Language	Intermediate or above level of proficiency in oral and written English		
Duration	1(one) year (Extend up to 3(three) years)		

3. Job title : You can refer to the attachment 3. List of sector and choose one job title of experts in the list. The job title must accurately describe the job to be performed by the expert.
4. Please describe tasks and duties of WFK-Advisor/TPC as specifically as possible.
5. Once the experts are selected for your country, your organization should cooperate with Korean Implementing agencies by issuing visas, providing acceptance letters, etc.
The workplace (office and desk) must be offered for the experts.



6. Please fill out the form electronically using **Microsoft Word**.
(Hand-written form is often difficult to read and thus will not be accepted)
7. Please submit Job Description form to the Korean Embassy **by 17, November 2023**.
Incomplete forms will not be accepted.
8. For your reference, we send the **attachment 2. Sample of Job description**.
Attachment 1. Job Description form of WFK-Advisors/Techno Peace Corps(TPC)
Attachment 2. Sample of Job description
Attachment 3. List of sectors of WFK-Advisor/TPC Program



< Attachment 1 >

**JOB DESCRIPTION of World Friends Korea(WFK)
-Advisor & Techno Peace Corps(TPC)**

※ Please complete the form and mark on the box.

General Information	
■ Expert Title	<input type="checkbox"/> ❶ KOICA advisor <input checked="" type="checkbox"/> ❷ NIPA advisor <input type="checkbox"/> ❸ Techno Peace Corps
■ Area of expertise	Communication/Network Technology
■ Job Title	Professor on Communication and Network Technology
■ Location, Country	Baku, Azerbaijan
■ Number of Expert	1
■ Duration	12 months
Detailed information of the requesting organization	
■ Organization Name: <i>Azerbaijan Technical University</i> - Requesting Department: <i>Department of radio techniques and telecommunication</i> - Office Name: <i>Department of radio techniques and telecommunication</i>	
■ Type of Organization <input type="checkbox"/> Government <input type="checkbox"/> Public organization <input type="checkbox"/> Public corporation <input checked="" type="checkbox"/> University <input type="checkbox"/> Research institution <input type="checkbox"/> Others :	
■ Working Day/Hours : 8 hours a day (from Monday to Friday)	
■ Contact Person: (Please nominate someone from your organization who will be responsible for the work of Korean experts) <i>Matanat Pashayeva</i>	
■ Tel/Fax/E-mail: (+994 50 224 08 35) <u>matanat.pashayeva@aztu.edu.az</u>	
■ Duty Station: Head of groups for international projects at the Department of International Relations	
■ Major activities of the Organization: (Please list at least three) Teaching & training on Bachelor, Master and PhD pillars of higher education and research &	



development on the following fields:

- Faculty of Transportation and Logistics
- Faculty of Electric Power Engineering and Automatics
- Faculty of Metallurgical and Materials Engineering
- Faculty of Mechanical Engineering and Robotics
- Faculty of Information and Communication Technologies
- Faculty of Special Equipment and Technology
- Faculty of Economics and Management

■ **Major activities of the department where WFK – Advisor/TPC will be dispatched**

Department of radio techniques and telecommunication of Azerbaijan Technical University is engaged in delivery of teaching and research activities on different fields of radio techniques and telecommunication. There are 5 professors, 9 associate professors and 6 senior lecturers at this department.

■ **Experience of working with WFK – Advisor/TPC**

☐ Yes ☒ No

■ **If yes, please describe the tasks of WFK – Advisor/TPC**

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Description of Tasks

■ **The tasks to be undertaken by the WFK – Advisor/TPC will be:**

Azerbaijan Technical University (AzTU) is a public higher education institution which aims to improve content of higher education and adapt it to modern requirements of the relevant industry. It is engaged in preparation of industrial engineers in several leading areas including telecommunication and radio techniques. AzTU has several modern laboratories on telecommunication and radio technique industry including 4G telecommunication technologies, data center, and passive optic network laboratories but organization of teaching and learning by using these laboratories is not maintained due to lack of industrial skills and capacities in academic staff. AzTU is in urgent need for external support in organization of teaching and learning using these laboratories and upgrading existing content of curriculums that would meet industrial requirements of today and future in preparation of qualified industrial engineers.

Although AzTU has huge potential in terms of infrastructure and capacity, it could not get involved in lifelong learning of the industrial engineers on the field of communication and network technology that are in urgent need for ever evolving knowledge and competencies today. This is missed opportunity for AzTU which is filled by other irrelevant universities or by the short-term experts invited by the big industrial organizations which does not produce sustainable impact, become available only for employees of inviting organizations and do not produce any synergy for the industry. External expert



support on the relevant industry is required to develop short-term training contents for industrial engineers.

Although research is one of the main areas of activity of Azerbaijan Technical University, but university can not support the telecommunication industry with its available research infrastructure and capacity and can not produce innovations for the needs of the industry:

- Summary:

Korea being leading country in radio-techniques and telecommunication industry, we kindly request expert support in upgrading the content of curriculums and in improving research capacity of the department of radio techniques and telecommunication, and in developing training program for lifelong learning for the industry of communication and network technologies.

■ Responsibilities of WFK – Advisor/TPC *(Please mark all that apply and type in detail)*

☐ **Policy making and Strategic planning** *(Only for the Advisor)*

-Development of strategic action plan for development and expansion of department of radio-techniques and telecommunication, as well as establishing international relations with Korean universities and industrial organisations in relevant area for initiating collaborative activities (joint conferences, researches and staff and students mobilities).

-Roadmap for development of capacity in the department.

☐ **Technical support**

- Develop double diploma content with advanced Korean universities on relevant area in English language.

-Develop training program for industrial engineers in telecommunication and radio techniques industry for their lifelong learning.

- Upgrading and modernization of course contents delivered by the department of radio-techniques and telecommunication.

- Develop new content in English language that would meet emerging requirements for the industry of radio techniques and telecommunication.

To develop knowledge sharing mechanisms considering existing capacity of department and infrastructure.

- Develop research capacity of teaching staff, PhD and master students.

- Develop industrial relations to become reliable and trusted partner of industry.

- Development of mechanisms for generating innovations on wireless communication technologies of industrial value.

☐ **Research & Development**

- Develop research proposals for industries and for research grants opportunities.

- Develop research topics considering available research infrastructure at the university



based on the needs of the industry.

- Support ongoing research activities by academic staff, PhD and Master students, if necessary.

- Develop mechanisms for collaborative researches within the framework of industry-academia-government organisations.

☐ **Lecturing**

- on specific trending topics on the industry
- on emerging markets on the industry of telecommunication technologies.
- evolving skill and competencies in the industry

☐ **Training of local staff**

- Training of trainers for lifelong learning trainings
- Training of engineers from industry.

☐ **Other**

- Organisation of students activities for radio-techniques and telecommunication
- Competitions for innovative ideas and projects
- Support to organisation of international conferences
- Support for mobilities of academic staff and students.

Expected Results/Output

■ **Expected results/output of the tasks by the WFK – Advisor/TPC include:**

- Qualified and competitive engineers for the telecommunication industry as a result of modernized teaching and learning content on radio-techniques and telecommunication.
- Increase in number of international students due to offered English language study programs and double diploma programs.
- Enhanced credentials of higher education on communication and network technology at AzTU for students.
- Development of lifelong learning services of the university on the specific areas which would serve as new revenue stream for the University.
- Enhanced research and teaching capacities of the academic staff which would serve to new projects and new revenue streams for the University.
- Enhanced opportunities for mobilities of students and academic staff, collaborative activities and events.
- Regaining status of reliable strategic partners and trust between industry and academia based on proven competencies.
- Enhanced creativity and innovations by academic staff and master and PhD students as result of improved research capacity and identifying needs of industry.



Required (Preferred) qualifications of WFK – Advisor/TPC

(List the minimum essential qualifications required for the experts to successfully carry out this task)

■ Gender

☒ Male ☐ Female ☐ No preference

■ Educational Background

☐ Bachelor's Degree ☐ Master's Degree ☒ Doctor's Degree

- PhD on Technical sciences (Telecommunication and Radio techniques)

* Similar or other educational background will be fine if the selected expert has an ability to do the requested tasks

☒ Yes ☐ No

■ Required Work Experience *(Specify work experience required for the experts)*

-Proposal writing skills

-Education management

-Strategic management on Communication and Network Technology.

-Advisory services to telecommunication industry in Korea.

* Similar or related work experience will be fine if the selected expert has an ability to do the requested tasks

☐ Yes ☐ No

■ Language: English

(Official business language will be English. If your organization requires the use of other languages, please provide reasons)

- Reasons: Majority of academic staff can freely communicate in English

■ Other Requirements *(Identify desired skills or qualifications for the task)*

- Optional Russian language skills



Description of the Workplace			
■ Location of the workplace	- <u>5</u> km from the capital city - <u>10</u> minutes by public transportation		
■ Information on the co-worker who will work closely with the WFK-Advisor	- Full Name (Mr./Ms.) : Baloglan Najafov - Position/Work area: senior lecturer at the department of radio techniques and telecommunication - Tel/E-mail: baloglan.necefov@aztu.edu.az - English Language Skill : <input type="checkbox"/> Basic <input checked="" type="checkbox"/> Intermediate <input type="checkbox"/> Advanced		
■ Administrative and financial arrangements to be provided by your organization for the WFK-Advisor/TPC (Please mark on the box)	Items	Available	Not available
	Housing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Transportation	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Others	<input checked="" type="checkbox"/> PC <input checked="" type="checkbox"/> Printer <input checked="" type="checkbox"/> Internet access <input type="checkbox"/> Phone <input type="checkbox"/> Air Conditioning <input type="checkbox"/> Heater <input checked="" type="checkbox"/> Desk <input checked="" type="checkbox"/> Chair <input checked="" type="checkbox"/> Bookshelf <input type="checkbox"/> Others(furnished office room)	
■ Other information that may help the WFK-Advisor/TPC adapt to the local environment (Living conditions, weather, allowance, other comments, etc.)	Everyday support and guidance, support on migration issues, cultural guidance, invitation to organizational events.		
■ Photos (if possible)			

* Once the experts are selected based on your request, you are required to cooperate with the Korean implementing agencies by providing the necessary administrative procedures such as visa, acceptance letter, etc. Without your cooperation, expert dispatching will not be available and/or will be cancelled. Thank you for your cooperation.

06.11.2023

(Date of filling out the form)

Vilayat Valiyev

(Name of the person in charge)

Rector of Azerbaijan Technical University

(Position of the person)

Signature with official stamp

