

**SWISS
FOUNDATION
FOR TECHNICAL
COOPERATION**



We are a leading organisation for the implementation of international development projects. We promote inclusive economic, social, and ecological development to make an effective contribution towards sustainable and widespread prosperity in developing and emerging economies. See www.swisscontact.org for more information.

Swisscontact – the Swiss Foundation for Technical Cooperation – is a leading organisation in international development and cooperation, operating worldwide since 1959. It is the business-oriented independent foundation for international development cooperation and is represented in 41 countries with over 1200 employees. Our core fields of work include vocational education and training, labour market insertion, sustainable agriculture, tourism, and entrepreneurship promotion. Swisscontact is looking for a Private Sector Engagement Coordinator for the SDC-funded Private Sector Engagement for Vocational Education and Training in Hospitality Management (PSE-VET) project in Georgia.

PRIVATE SECTOR ENGAGEMENT (PSE) COORDINATOR

Place of work: Tbilisi, Georgia

Contract Duration: initially 6 months (inception phase) renewable up to 2 years

Under the supervision of the Programme Lead, the Coordinator will be responsible for developing and managing strategic relationships with private-sector partners from the tourism and hospitality industry to support the design of an initiative that promotes the uptake of private-sector-led skills development. The inception phase focuses on designing an initiative aimed at:

1. **Establishing a training offer that builds Swiss-quality service standards within Georgia's hospitality sector;**
2. **Introducing market-oriented skills training programmes and inclusion mechanisms that enable rural women and youth to access employment and training opportunities;**
3. **Developing effective support mechanisms for public-private collaboration and innovative financing mechanisms that contribute to a more responsive and market-oriented VET system.**

The inception phase runs from 1 February 2026 to 31 July 2026.

Key Tasks

The PSE Coordinator will:

- Engage in continuous dialogue and **build trust-based relationships** with key tourism and hospitality stakeholders at both strategic and technical levels;
- Co-create with private-sector partners **Swiss-standard, market-relevant hospitality training services**, ensuring that the training offer reflects industry trends and expectations;
- Work with private-sector representatives to design **inclusive engagement pathways** that enable rural women and youth to participate in the newly developed training services;
- Explore and facilitate discussions on **innovative financing mechanisms in VET** that can support long-term delivery of skills development and training services;
- Contribute to the overall design and finetuning of the **project concept and potential interventions**, support **drafting the Project Document for the Main Phase I (4 years) and related annexes**, ensuring alignment with the donor requirements.

PRIVATE SECTOR ENGAGEMENT COORDINATOR

Private Sector Engagement for Vocational Education and Training in Hospitality Management in Georgia (PSE-VET)



Requirements

- At least Bachelor's degree in business administration, social sciences, economics, tourism and hospitality, or equivalent.
- At least three years of work experience in fostering collaborative actions and networking with private sector partners in a development context, ideally with focus on hospitality and skills development sectors.
- Good understanding of the hospitality market dynamics, including HR challenges.
- Exposure to rural tourism development and strengthening tourism-related value chains.
- Demonstrable experience in ensuring the mainstreaming of gender equality and social inclusion principles in development projects.
- Demonstrable experience and commitment in fostering the (institutional, financial, behavioural) sustainability of project results.
- Competencies in applying the *Market System Development* (MSD) and *Private Sector Engagement* (PSE) approaches would be an advantage.
- Strong interpersonal, facilitation, communication, negotiation, and networking skills and a team-working attitude
- Experience working with donor-funded projects
- Excellent analytical and report-writing skills in English

How to apply

Are you interested in a fascinating job in an international context, and strive for contributing to excellence and making a difference? We offer a challenging scope of duties and believe strongly in personal responsibility. In view of team composition.

Send a CV (no more than 4 pages) and a brief cover letter (max. 1 page) in English to info.georgia@swisscontact.org

- Please write this subject in your e-mail application: **Job applicant: PSE COORDINATOR: Private Sector Engagement for Vocational Education and Training in Hospitality Management in Georgia (PSE-VET)**
- Only shortlisted candidates will be contacted.

The deadline for applications is 16th of December 2025. Interviews will be conducted on rolling basis.