

Job Description

JOB TITLE : Transport Specialist
POSITION GRADE : T11
RECRUITMENT TYPE : International Hire
POSITION LOCATION : HQ
TYPE OF APPOINTMENT : FT-REN (Fixed term appointment with option to renew)

Join Our Mission to Foster Prosperity in Asia

Are you ready to make a lasting impact on the future of Asia and be a catalyst for positive change? We are thrilled to offer a unique opportunity to become an important part of the prestigious Asian Development Bank (ADB). At ADB, our mission is simple yet powerful: to alleviate poverty and promote sustainable development in the Asia-Pacific region.

Organizational Setting and Reporting Relationship

Background: ADB is committed to addressing the growing challenges in the transport sector, particularly in Asia and the Pacific. The Transport Leadership Program aims to enhance the skills of ADB transport staff and officials from Developing Member Countries (DMCs) to foster the development of transformational project pipelines that align with low-carbon pathways and strengthen the resilience of transport systems.

The position of Transport Specialist is assigned to the Transport Sector Office within the Sectors Group. You will be based at our Headquarters in Manila, Philippines.

You will report to Director, Transport Sector Office.

Your Role:

As a Transport Specialist, you will support the preparation and implementation of the Transport Leadership Program. The JPO will work closely with the ADB Transport Sector Office and other stakeholders to ensure the successful delivery of the program's objectives.

You will:

- Assist in the design, planning, and coordination of the Transport Leadership Program.
- Support the development of training materials, including case studies, workshop sessions, and field visit plans.
- Collaborate with internal and external partners, including the Asian Development Bank Institute (ADBI), Global Green Growth Institute (GGGI), and Global Sustainable Transport Innovation and Knowledge Center (GSTIKC).
- Conduct research and analysis on emerging trends, technologies, and best practices in the transport sector.
- Contribute to the preparation of reports, presentations, and other documentation related to the program.
- Facilitate communication and coordination among program participants, resource persons, and other stakeholders.
- Monitor and evaluate the progress of the program, providing feedback and recommendations for improvement.
- Assist in organizing and managing events, including workshops, seminars, and field visits.

You will need:

- A university degree; preferably at postgraduate or its equivalent in a transport sector-related field.
- At least six years of relevant work experience in the transport or similar sector. International experience working in several countries.
- Strong research, analytical, and problem-solving skills.
- Excellent written and verbal communication skills.
- Ability to work collaboratively in a multicultural and multidisciplinary environment.
- Proficiency in Microsoft Office applications (Word, Excel, PowerPoint).
- Knowledge of emerging technology trends such as digital technologies, autonomous systems, artificial intelligence, and machine learning and their implication for the future of transport is an advantage.
- High level of initiative and ability to work independently.
- Strong organizational and time management skills.
- Please refer to the [link](#) for ADB Competency Framework for T11.

Benefits

ADB offers competitive compensation and a comprehensive [benefits package](#). The salary will be based on ADB's standards and comparator markets, taking into account your qualifications and experience.

- Paid leave (including parental)
- Medical and health benefits
- Life and other insurance plans
- Staff development
- Retirement plan
- Housing and education allowance (if applicable)
- Expatriate benefits (for international staff)

Additional Information

This position is funded by a temporary funding source (e.g., a trust fund, financing facility, or capital expenditure budget) and therefore, the renewal of the appointment and its duration are subject to the availability of the funding source.

This is a fixed term appointment with option to renew for an initial period of two (2) years following Section 3.1 (b) of Administrative Order No. 2.01 ("Recruitment and Appointment"). This appointment is not convertible to a regular appointment. At the end of the initial period, this appointment may be renewed for a period of one (1) year, or not renewed.

About Us

Asian Development Bank (ADB) is an international development finance institution headquartered in Manila, Philippines and is composed of 69 members, 49 of which are from the Asia and Pacific region. ADB is committed to achieving a prosperous, inclusive, resilient, and sustainable Asia and the Pacific, while sustaining its efforts to eradicate extreme poverty. ADB combines finance, knowledge, and partnerships to fulfill its expanded vision under its Strategy 2030.

ADB only hires nationals of its [69 members](#).

To view ADB Organizational Chart, please click [here](#).

ADB seeks to ensure that everyone is treated with respect and given equal opportunities to work in an inclusive environment. ADB encourages all qualified candidates to apply regardless of their racial, ethnic, religious and cultural background, gender, sexual orientation or disabilities. Women are highly encouraged to apply.

Visit ADB Careers [FAQ](#) for more information.