

Vocational Training Consultant: Master Trainer in Bakery, Waiter Service, and Barista Skills

Issued by: Puntland Development & Research Center (PDRC)

Date of Issue:

Submission Deadline: October 5, 2025

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1. Introduction

The Shaqo Consortium (Jobs Consortium) is a groundbreaking three-year initiative collaboratively implemented by the Iftiin Foundation, Puntland Development and Research Centre (PDRC), YEEL, and City University. Building upon the successes of the 2020-2022 Nexus Skills and Jobs pilot projects, the Shaqo Consortium has embarked on its second phase with the generous support of the Embassy of the Kingdom of the Netherlands.

At the heart of the Shaqo Consortium's mission is the imperative to create realistic, sustainable livelihood opportunities for the multitude of unemployed Somali youth aged 15 to 25. Recognizing that the empowerment of this demographic is crucial to the social and economic development of the country, the consortium is dedicated to cultivating a future where young people can thrive and contribute to the fabric of their communities.

With the Embassy of the Kingdom of the Netherlands as a key partner and advocate, the Shaqo Consortium is poised to make a transformative impact on the lives of Somali youth, unlocking a brighter future for individuals and the nation as a whole.

Puntland Development & Research Center (PDRC) is launching an intensive vocational training initiative to address youth unemployment in Garowe, Puntland. The program aims to equip young participants with practical, **high-demand skills for self-employment and career opportunities in the growing hospitality sector.**

We are seeking an experienced and dynamic trainer to deliver three concurrent classes: **Artisan Bread & Cake Making, Waiter Service, and Barista Skills.**

2. Objectives of the Program

The primary objective is to provide high-quality, hands-on training to 20 youth per course, enabling them to achieve professional competency and confidence in their chosen field. The trainer will be responsible for delivering the attached curricula, conducting practical assessments, and preparing trainees for successful entry into the job market or entrepreneurship.

3. Scope of Work

The selected vocational training center will be responsible for the following:

Training Delivery:

The selected trainer will be required to:

3.1 Training Delivery:

- Deliver the full two-week curriculum for all three courses (Artisan Baking, Waiter Service, Barista Skills).
- Submit detailed syllabi for all three courses.
- Conduct training sessions 5-6 days per week, managing both morning (7:00 AM - 12:00 PM) and afternoon (2:00 PM - 6:00 PM) schedules as outlined in the curricula.
- Employ a participatory, hands-on training methodology that caters to various learning styles.

3.2 Practical Instruction & Mentorship:

- **Bakery:** Teach foundational and advanced techniques, including dough science, sourdough fermentation, cake decoration, and recipe adaptation.
- **Waiter Service:** Instruct on service etiquette, table setting, menu knowledge, beverage service, customer handling, and banquet operations.
- **Barista Skills:** Provide expert training on espresso extraction, milk steaming, latte art, customer service, and café workflow management.
- Provide constructive, one-on-one feedback to trainees throughout the course.

3.3 Assessment and Certification:

- Develop and administer theory and practical mock exams for each course.
- Conduct final practical examinations and evaluate trainee performance based on predefined criteria.
- Act as a lead judge in the final showcase events (Bakery Competition, Latte Art Contest, Service Simulation) and assist in selecting award winners.

3.4 Final Program Events:

Lead the organization and execution of the final day ceremonies for all three courses, including:

- Bakery Showcase for the Baking class.
- Graduation Ceremony for the Waiter Service class.
- Completion Ceremony & Latte Art Contest for the Barista class.

3.4 Expected Deliverables

- Comprehensive Training Session Plans: Detailed lesson plans for all modules across the three courses, submitted one week before the training begins.
- Trainee Assessment Reports: Completed evaluation sheets for all trainees, including scores for theory, practical exams, and overall performance.
- Final Training Report: A concise report summarizing the training outcomes, challenges, recommendations for future programs, and a list of recommended graduates for certification.
- Successful Execution of Final Showcases: Active participation and expert judgment in the graduation and competition events on Day 14.

3.5 Qualifications and Experience

- A minimum of 5 years of professional experience in the hospitality industry, with proven expertise in at least two of the three required fields (Artisan Baking, Professional Waiter Service, Barista Skills).
- At least 3 years of demonstrated experience as a trainer or instructor in a vocational or institutional setting.
- Exceptional practical skills and the ability to demonstrate complex techniques clearly and effectively.
- Excellent communication and mentorship skills, with cultural sensitivity and the ability to work with diverse groups of youth.
- Fluency in Somali is required; proficiency in English is highly desirable.

3.6 Reporting

- Submit **regular progress reports** to PDRC, including:
 - Participant attendance records.
 - Skill acquisition assessments.
 - Overall program effectiveness.

- Conduct a **final evaluation** at the end of the program to measure outcomes and gather feedback for future improvements.

4. Duration of the Assignment

The total assignment will be for **14** working days, from **Sunday, 12th October to Saturday, 25th October 2025**. The trainer is expected to be available for the entire period, including the final full-day graduation ceremonies.

5. Eligibility Criteria

To be considered for this tender, the vocational training center must meet the following criteria:

- Proven experience in delivering **vocational training programs**, particularly in the skills outlined under *section 3 scope of work*.
- Availability of **fully equipped training facilities** (classrooms and workshops).
- Access to **qualified trainers/instructors** with expertise outlined under *section 3, scope of work*.
- Demonstrated ability to manage and report on training programs effectively.
- Commitment to **gender equity** and inclusion in training programs.

6. Submission Requirements

Interested vocational training centers are required to submit the following documents:

- A Cover Letter explaining their suitability for the role and which of the three courses they are qualified to teach.
- A Detailed CV highlighting relevant experience and qualifications.
- A brief Training Proposal (max two pages) outlining their methodological approach to delivering the attached curricula.

7. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Technical Capacity:** Experience and expertise in delivering vocational skills training.
- **Quality of Facilities and Resources:** Availability of adequate training facilities, tools, and materials.

- **Trainer Qualifications:** Expertise and experience of proposed trainers.
- **Budget:** Cost-effectiveness and transparency of the financial proposal.

8. Submission Instructions

Proposals must be submitted in **hard copy** or **electronically** by the deadline indicated below. Late submissions will not be considered.

Submission Address:

1st of August Neighborhood, KAG-ZA-043, Garowe, Puntland State of Somalia

Deadline for Submission: October 5, 2025

9. Contact Information

For any inquiries or clarifications regarding this tender, please contact:

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