

EMPLOYMENT OPPORTUNITIES IN PUBLIC HEALTH



FHI 360 is an international, non-governmental organization that works with the Vietnam Ministry of Health, provincial health services, and local non-government organizations to promote the health and well-being of the Vietnamese people, particularly vulnerable and marginalized populations. In Vietnam, FHI 360 is currently building the capacity of local organizations in HIV prevention, care & treatment, drug treatment policy, and drug treatment practice.

We are currently seeking highly motivated candidate for the position of **Senior Technical Officer** to work in our **HIV Counseling and Testing (HTC) Team** in Hanoi office.

Position Summary:

The incumbent in this position is responsible for supporting the management and implementation of FHI Vietnam Country HTC Program, as well as coordinating and working with implementing partners/agencies in project design, proposal development, contractual agreement, provision and/or arrangement of monitoring and technical visits and inputs for program reports/project evaluation.

Main duties/Responsibilities:

- Provides and/or oversees training and facilitation on HTC and oversees the development/adaptation of curricula and training/education support materials and tools
- Identifies, supervises and mentors the HTC related works and support to HTC unit to ensure high quality technical assistance and oversight provided in SMART TA-supported HTC sites. Acts as focal person to monitor and provide HTC technical assistance in Dien Bien and HCMC
- Works closely with other units to ensure strong linkages and effective processes are in place for integrated programming
- Works closely with relevant stakeholders to put in place operational M&E and QA/QI systems
- Provide technical inputs/comments for technical documents or initiatives and relevant inputs for technical and program reports to donors and partners
- Communicates with stakeholders to keep them informed of the work of the organization and identifies changes required to ensure high quality programming

Qualifications:

- Master's degree in public health or social sciences or equivalent years of experience working in public health area.
- Five-year experience with coordinating resources for large-scale international health or family planning programs.
- Extensive knowledge and experience in HIV programs in Vietnam.
- Strong interpersonal skills and demonstrated ability to transfer knowledge in a culturally sensitive manner.
- Excellent written and oral communication in both Vietnamese and English.
- Computer literate with strong skills in use of MS office package (Word, Excel, and PowerPoint...) and statistic applications.

FHI offers a competitive salary and excellent benefits.

Please send detailed curriculum vitae with letter of application in English by

5:00 PM September 27, 2015 to:

Human Resources Section, FHI 360 Vietnam

7th Floor, Hanoi Tourist Building, No. 18 Ly Thuong Kiet, Hoan Kiem Hanoi, Vietnam

Email: Vietnam.recruitment@fhi360.org

Only shortlisted candidates will be notified

PRIORITY for interviews will be given to early qualified applications AND the submission deadline may be closed earlier if the right candidate is selected