

Technical Advisor(s) - Promoting the Quality of Medicines (PQM) program

Description: Technical Advisor

Job purpose: Providing technical supports to PQM partners in Vietnam

Job Duties:

- Work closely with Chief-of-Party (COP), and Asia Manager to provide technical supports to PQM partners
- Join the national technical assistance team coordinated by Vietnam Administration of HIV/AIDS Control to provide inputs to the finalization of technical tools and needed documents; and actively provide on-the-job training in anti-retroviral medicines (ARV) pharmaceutical management skills to provincial AIDS Centers and HIV/AIDS treatment clinics.
- Implement other PQM activities related to medicines quality control and assurance, particularly with anti-malarial and anti-tuberculosis medicine groups
- Assist with data collection, data analysis, and report/manuscript writing for publication
- Assist the GMP experts in WHO PQ/GMP assessment of in-country partners (NIDQC, HCM IDQC, manufacturers).
- Represent the PQM program in relevant meetings and workshops at the national and regional levels.
- Report to COP on a regular basis (monthly, quarterly) on technical and administrative issues.
- Other duties as assigned.

Qualifications and Abilities

- Pharmacist or related field
- Good team spirit
- Ability to handle multiple tasks simultaneously and to prioritize and respond in a timely manner to stakeholders
- 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 Microsoft Office package (Word, Excel, and PowerPoint)

Knowledge and Skills

- 3-5 years of relevant experience. Experience working with international nongovernmental organizations (INGOs) is an advantage
- Knowledge of HIV/AIDS project management
- Knowledge of monitoring and evaluation activities
- Understanding of Vietnam Health and Pharmaceutical System
- Knowledge of Good Manufacturing Practices (GMP) and dossier evaluation is a plus
- Working experience with Vietnam government partners is a plus