

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, HIV counseling and testing, HIV 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. This position will focus on but not limited to the lab technical assistance work.

Main duties/Responsibilities:

- Provides technical assistance to the priority provinces in lab system strengthening through the district confirmatory labs accreditation process.
- 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 Hanoi, Hai Phong, Lao Cai, An Giang and Can Tho.
- Manages and coordinates the test kits supplies with all SMART TA supported provinces/sites
- Provides and/or oversees training and facilitation on HTC and lab trainings as needed
- 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:

- Medical background or Master's degree in public health or equivalent years of experience in public health area. Background and/or prior experience in HIV Lab work or management preferred
- Five-year experience of technical assisting works, coordinating resources for large-scale international health or family planning programs.
- Experience and knowledge in management of HIV programs, preferably in the area of HIV counseling and testing
- Ability to handle multiple tasks simultaneously and to prioritize and respond in a timely manner to stakeholders.
- 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 November 30, 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

Please specify the position you are applying for in your application.

Only shortlisted candidates will be contacted for interviews.