

# VACANCY ANNOUNCEMENT

As a federal enterprise, the **Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH** supports the German Government in achieving its objectives in the field of international cooperation for sustainable development. On behalf of the German Government, GIZ currently provides advisory services to the Government of Viet Nam in three priority areas: Vocational training, Environmental policy and sustainable use of natural resources, and Energy. For further information, please visit [www.giz.de/viet-nam](http://www.giz.de/viet-nam).

The Project on Facilitating Trade in Agricultural Goods in ASEAN is initiated as part of the Trade Fund for Development. The objective of the project is to align the regulatory framework concerning food safety and phytosanitary measures, and procedures for selected agricultural goods (fruits and vegetables) between ASEAN and specific ASEAN member countries.

The project is looking for a qualified national candidate to fill the position of:

## **Senior Project Officer "FTAG"**

Duty station: Hanoi, Vietnam

Duration: ASAP to June 2019

### **Areas of Responsibility:**

- Implementation of national activities in Vietnam in accordance with the agreed national Operational Plan
- Assisting the national partners and Regional Coordination Unit (RCU) in facilitating Bi/Tri-lateral collaborative activities
- Responsible for national M&E and knowledge management and PR communication

### **Main Tasks**

- Technical support to the processes of prioritization and implementation of project activities;
- Support the management and coordination of project activities;
- Technical support for the selection processes and execution of project activities in Vietnam ;
- Elaboration of terms of reference for contracting consultancies;
- Technical, administrative and financial follow-up of contracted activities and quality control, as well as reporting;
- Support in the dissemination of results and support the up-scaling of best practices;
- Institutional coordination with national, international and other partner institutions;
- Support to the management of actors involved in the project management and implementation processes;
- Elaboration of inputs for annual/ semi-annual project progress reports;
- Elaboration of presentation and communication materials in coordination with national and international partners;
- Regular participation and active cooperation with GIZ's adaptation team at headquarters and in Vietnam;

### **Minimum requirements:**

- Masters/MSc in agricultural trade, agriculture, law or economics
- At least of 5-7 years of working experiences in a similar position.

- Proven working record in the field of agricultural trade and/ or sanitary and phytosanitary standards as well as food safety standards
- Preferably working experience in the field of trade facilitation
- Professional experience in the field of project management
- Working experience with international organisations and/or ministries
- Very good working knowledge of ITC technologies (related software, phone, fax, email, the internet) and computer applications (e.g. MS Office)
- Fluent written and oral knowledge of English
- Willingness to upskill as required by the tasks to be performed – corresponding measures are agreed with management
- Ability to work in a multi-national regional team and to collaborate with virtual tools
- Readiness to travel inside and outside Vietnam

**Successful candidates will enjoy competitive benefits and compensation, a friendly and creative working environment, training and development.**

Interested qualified candidates are invited to send the application in English, including copies of relevant certificates and references, either by email (to [hr-giz@giz.de](mailto:hr-giz@giz.de)) or by post (to **GIZ Office Hanoi**, 6th Floor Hanoi Towers, 49 Hai Ba Trung Street, Hanoi, Vietnam), before **28<sup>th</sup> August 2017**.

Note: Please state “**Application for the Senior Project Officer – FTAG**” in the subject line or on the envelope.

The short-listed candidates will be contacted within 4 weeks after the deadline. Telephone contact is not encouraged.

Please complete all the information in GIZ Application form with link download here: <http://bit.ly/2nyiCY6>

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