



## Vacancy Announcement

<b>Position:</b>	Volunteer (02 national persons)
<b>Reports to:</b>	Law Enforcement Assistance Team Leader
<b>Supervisor to:</b>	N/A
<b>Location:</b>	Ha Noi, Viet Nam
<b>Term of agreement:</b>	6 months (Jan20 -Jun20)
<b>Team/Division:</b>	Law Enforcement Assistance
<b>Position Type:</b>	Full time
<b>Expected travel:</b>	Not applicable

### Organization Background:

The Wildlife Conservation Society (WCS) is a US non-profit, tax-exempt, private organization established in 1895 that saves wildlife and wild places by understanding critical issues, crafting science-based solutions, and taking conservation actions that benefit nature and humanity. With more than a century of experience, long-term commitments in dozens of landscapes, presence in nearly 60 nations, and experience helping to establish over 150 protected areas across the globe, WCS has amassed the biological knowledge, cultural understanding and partnerships to ensure that vibrant, wild places and wildlife thrive alongside local communities. Working with local communities and organizations, that knowledge is applied to address species, habitat and ecosystem management issues critical to improving the quality of life of poor rural people whose livelihoods depend on the direct utilization of natural resources.

### WCS Viet Nam Program Overview:

WCS has been working in Viet Nam since 2006, focusing on strengthening the commitment, capacity and actions of the government of Vietnam to combat wildlife trafficking. Through support and cooperation to executive and judiciary sectors, including Ministry of Public Security, Supreme People's Court, Supreme People's Procuracy, Ministry of Justice, Ministry of Agriculture and Rural Development, and the National Assembly, it has provided and shared intelligence on criminal wildlife networks which help generate well-informed decisions in enforcement operations. WCS Viet Nam have generated a wide range of reliable data on a number of related issues on illegal wildlife trade, trained and briefed about 3,300 law enforcement officers, policy makers, journalist, researcher and managers at nation-wide in investigation and enforcement techniques, legal barriers and distributed a number of technical handbooks and guides. It has assisted central agencies to review and propose necessary changes to national legislation, criminal intelligence analysis systems, inter-agency cooperation. WCS has also facilitated Government to Government dialogue through multilateral and bi-lateral collaboration efforts, between Viet Nam and Asian, African and Latin American countries, to detect and response to illegal wildlife trade networks. Its

wildlife health expertise has been leveraged to address unregulated wildlife trade and mitigation of pandemic threats, through collaborative research, training, and policy development.

**Responsibilities:**

The volunteers will support the WCS Viet Nam program to enter and transform collected data into WCS's form and templates. This will support WCS in organizing data, planning activities for better impacts.

**Minimum requirements:**

- Bachelor/college degree;
- Experience in working with social media platforms like Facebook, Twitter, Zalo, WeChat, etc.
- Intermediate level of English language skills;
- Familiar with Microsoft Office;
- Familiar with data analysis, data management would be an asset.

**Required Competencies**

- Carefulness, attention to detail, punctuality and confidentiality;
- Ability to work under time constraints;
- Result orientation;
- Good organization and time management skills with an ability to stay focused on assigned tasks.

**Allowance:** 250.000 VND/working day

**Application Process:**

Interested candidates, who meet the above qualifications should send resume with a letter of interest to Ms. Nguyen Thu My, HR Officer at email: [ntmy@wcs.org](mailto:ntmy@wcs.org) before **2<sup>nd</sup> Jan 2020**.

WCS is an equal opportunity employer and the organization complies with all employment and labor laws and regulations that prohibit discrimination in hiring and ensures that candidates from all backgrounds are fairly and consistently considered during the recruitment process. We are dedicated to hiring and supporting a diverse workforce. We are committed to cultivating an inclusive work environment and look for future team members who share that same value.

The organization provides equal employment opportunities for all qualified candidates. The organization does not discriminate for employment based on age, color, disability, gender identify, national origin, race, religion, sexual orientation, veteran status, or any other characteristic protected by laws and regulations.

***Please note that only short listed candidates will be contacted for interview.***