

# 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. 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 joint technical cooperation programme “Reform of Technical Vocational Education and Training in Viet Nam” (TVET Programme) is financed by the German Ministry of Economic Cooperation and Development (BMZ) with counterpart funds from the Vietnamese Government. The implementing agencies are the GIZ and the Directorate of Vocational Education and Training (DVET) under the Ministry of Labour, Invalids and Social Affairs (MoLISA). The TVET Programme consists of three components:

1. TVET Policy Advice and System Reform
2. Support for Centres of Excellence for TVET
3. TVET for Skilled Workers in the Wastewater Sector

The TVET Programme is looking for a qualified national candidate to fill the following two **(02)** positions:

## **Junior Programme Officers “TVET”**

Duty station: Hanoi and Ho Chi Minh City, Viet Nam

Duration: ASAP for 1-year contract (with possible extension until 31.08.2023)

### **Main responsibilities:**

- Supporting the team leader of the Component “Support of High Quality TVET Institutes” in planning, implementation, quality assurance, monitoring and evaluation, documentation of programme activities
- Supporting the team leader in coordinating, guiding and assisting national and international short-term experts in planning and implementing capacity development measures for staff of partner TVET institutes
- Supporting development advisors in planning and implementing capacity development measures for staff of partner TVET institutes
- Assisting the team leader in his/her advisory services to the teaching and management staff of the partner TVET institutes
- Providing technical support for activities implemented within the Component “Support of High Quality TVET Institutes”

### **Minimum requirements:**

- Bachelor’s Degree or comparable qualification, a degree-level training related to electrotechnics/mechatronics and/or mechanics is a plus;
- Very good knowledge of English and Vietnamese spoken and written, German language skills are an additional asset
- Minimum 1-3 years of relevant professional experience in a comparable position
- Experience in the field of electrotechnics/mechatronics or mechanics is a plus
- Experience in the vocational training sector is an additional asset
- Good communication and strong interpersonal skills
- Good working knowledge of telecommunication systems (phone, e-mail, internet) and computer applications (e.g. MS-Office)
- Service orientation and proactive working style
- Teamwork ability, dynamic, self-management, and interest in development work
- Willingness to travel

**Successful candidates will enjoy good working conditions in a friendly and creative working environment, open corporate culture, competitive benefits and compensation, and good training and professional development possibilities.**

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**, 6<sup>th</sup> Floor Hanoi Towers, 49 Hai Ba Trung Street, Hanoi, Vietnam), before **16<sup>th</sup> July 2020**.

Note: Please state the following in the subject line or on the envelope if you wish to apply for one of the two positions:

1. **“Application for Junior Programme Officer “TVET in Ho Chi Minh City”**
- or
2. **“Application for Junior Programme Officer “TVET in Ha Noi”**

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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