

# 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 cluster "Environment, Climate Change, Biodiversity" currently comprises a total of five teams in the thematic areas of climate change, coast and water, agriculture, biodiversity and forests, regional economic integration as well as numerous service packages of global projects, and private public partnerships.

The Technical Cooperation Project "Conservation and sustainable Use of Forest Biodiversity and Ecosystem Services in Viet Nam" is financed by German Ministry for Economic Cooperation and Development (BMZ) with counterpart funds from the Vietnamese Government. The implementing agencies are the GIZ and the Viet Nam Administration of Forestry under the Ministry of Agriculture and Rural Development (MARD).

GIZ is working together with VNFOREST and the management boards of selected protected areas in the area of sustainable forest management planning, implement mechanisms which provide benefits from biodiversity conservation and sustainable forest management to local communities and the development of sustainable financing strategies. Additionally, work packages are implemented related to illegal wildlife trade and pandemic prevention.

The BIO project requires a qualified local candidate for the following positions of:

**Position No. 1:  
Project Officer**

**"Protected Areas and sustainable forest management"**

Duty station: Hanoi, Vietnam

Duration: ASAP for 2 years contract with the possibility of extension

**Main responsibilities:**

- Implement daily operational aspects of all issues related to the conservation and sustainable forest management and possibly other working areas under the umbrella of forests & biodiversity;
- Liaise, coordinate and network with key stakeholders in the area of Protected Areas and sustainable forest management;
- Facilitate the development and implementation of workshops, seminars and conferences;
- Technical support and review of project's studies;
- Develop terms of reference, facilitate the selection and contract preparation for institutions/companies that carry out short-term assignments;
- Support the regular monitoring and reporting on the progress of relevant project activities;
- Support in maintaining quality assurance throughout the project cycle for a wide range of different activities (pilot projects, capacity building, policy advice, reports, studies);
- Ensure and maintain close and effective cooperation among international and national experts and project team and partners;

**Minimum requirements:**

- Master's degree in forestry, agriculture, natural resources management, economics or related fields;
- 7-10 years of professional working experience in the forestry and biodiversity conservation sector;
- Experience and good understanding of the Vietnamese legal and regulatory framework related to the forestry and biodiversity conservation sector
- Experience in managing international and national consultants;
- Experience of working with public institutions; especially with MARD, VNFOREST and PA management board
- Excellent written and verbal communication skills in Vietnamese and English
- Excellent organizational skills;

- Ability to balance multiple priorities and manage deadlines;
- Ability to work autonomously and motivate one-self;
- Attention to detail and accuracy;
- Ability to quickly master complex and unfamiliar subjects;
- Excellent interpersonal skills, ability to interact with all levels of staff in a professional manner;
- Willingness to travel on short trips, both within Viet Nam and possibly abroad;

**Position No. 2:**  
**Senior Project Officer**  
**“Protected Areas, illegal wildlife trade and pandemic prevention”**

Duty station: Hanoi, Viet Nam

Duration: ASAP for 2 years contract with the possibility of extension

**Main responsibilities:**

- Ensure quality implementation of the different project activities and close cooperation and communication with the PMU and different actors involved in the implementation
- Conceptualise and implement of change processes related to illegal wildlife trade and protected areas, incl. including management, financing, information systems and capacity building, as well as eco-tourism, ecosystem services, spatial planning, biodiversity monitoring and buffer zone development
- Ensure innovations and good practices are streamlined into newly developed policies focusing on the projects key topics eco-system services, participation, governance of protected areas, sustainable financing, sustainable forest management
- Follow up independently on opportunities in the national and international discussions and policy developments in the emerging nexus of combatting illegal wildlife trade, one health and pandemic prevention
- Strategic positioning of GIZ in this area, incl. planning and implementation of the activities in the region and preparation of talking points / briefs for the German Embassy
- Provide professional advisory services to national and local partners in the working area by identifying needs, developing concepts and strategies, providing technical inputs, and working on policy recommendations
- Leading innovations and knowledge management in the working area, and the communicate innovations to a broad range of stakeholders, including GIZ sector networks and dedicated working groups
- Coordinate project activities independently in the working area (planning and control of activities), including technically supervise a JPO and supervise the procedures for contracting of consultants
- Develop ready-to-use strategies and technical concepts, including guidelines, manuals and procedures related to the working area
- Act as the GIZ focal point in Vietnam for SMART and participates on behalf of GIZ as a member at the Vietnam SMART Steering Committee

**Minimum requirements:**

- Master's degree in forestry, agriculture, natural resources management, economics or related fields;
- 15 years of professional working experience in the forestry and biodiversity conservation sector;
- Experience and good understanding of the Vietnamese legal and regulatory framework related to the forestry and biodiversity conservation sector
- Experience in managing international and national consultants;
- Experience of working with public institutions; especially with MARD, VNFOREST and PA management board
- Excellent written and verbal communication skills in Vietnamese and English
- Excellent organizational skills;
- Ability to balance multiple priorities and manage deadlines;
- Ability to work autonomously and motivate one-self;
- Attention to detail and accuracy;
- Ability to quickly master complex and unfamiliar subjects;
- Excellent interpersonal skills, ability to interact with all levels of staff in a professional manner;
- Willingness to travel on short trips, both within Viet Nam and possibly abroad;

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

Interested, qualified candidates are invited to send GIZ Application Form in English, 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, Viet Nam), before **28<sup>th</sup> May 2021**.

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

**Position No. 1: Application for the Project Officer – BIO or**

**Position No. 2: Application for the Senior Project Officer – BIO**

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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