

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.

The joint Vietnamese-German technical cooperation programme **“Reform of Technical Vocational Education and Training in Viet Nam II” (TVET Programme)** aims to better align TVET in Viet Nam to the changing world of work. It is funded 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). In order to reach the project’s objective, three main outputs have to be achieved:

- Output 1: State actors, TVET staff, TVET institutes and the business sector are interconnected.
- Output 2: The regulatory framework of TVET is aligned to the requirements of the changing world of work
- Output 3: The concept of High-Quality TVET institutes is successfully implemented in selected TVET institutes.

Thereby, the TVET Programme contributes to the improvement of the supply of demand-orientated qualified workforce in Viet Nam. The TVET Programme is looking for qualified national candidate to fill the following position:

PR & Communications Officer “TVET”

Duty station: Ha Noi, Viet Nam

Duration: 8 months, starts from 01 October 2021 (Maternity cover)

Main responsibilities:

- Leading the programme PR working group and gender sub-working group to facilitate the roll out of the programme’s communication strategy and annual operational plan with partners.
- Coordinating with DVET and a network of PR from 11 partner colleges the implementation of image activities at national and college level.
- Providing advice, coaching and coordinating HCD activities for partners (including DVET, TVET institutes, sector associations) on communications and gender mainstreaming.
- Coordinating the programme’s branding and consistent corporate messages according to GIZ’s rules and regulations.
- Managing the programme’s website and social media channels and being responsible for the updates on GIZ’s communications platforms including GIZ website, IDA, intranet.
- Coordinating media activities, establishing and maintaining a network of press outlets to promote the programme’s best practices.
- Steering the design work of the programme.
- Acting as internal and external gender focal point and deputy inclusion focal point, enhancing gender mainstreaming and inclusion in all Programme activities including the management of the programme’s national scholarship scheme for women in technical trade.

Minimum requirements:

- Master’s degree in social science, public policy, communication, journalism or similar.
- At least 5 years professional experience in the field of communication (Media, communication department in a large company or PR/Communication agency or similar).
- Working experience with international organizations organisations (like UN, EU, DFAT, USAID) is an asset
- Experiences in TVET is an asset.
- Experience with media production and media network, experience in writing articles, press releases (samples are required).
- Experiences in training programme development.

- Experience with gender mainstreaming is an asset.
- Ability to express oneself well both verbally and in writing in English and Vietnamese polished, journalistic, target-group oriented style.
- Experience with media production.
- Knowledge of DTP or graphics applications.
- Experience with social media and new digital tools.
- Experience in project and/or event management.
- Editorial experience, experience in writing articles and press releases (evidenced e.g. by work samples)
- Very good working knowledge of ITC technologies (related graphic design and film making software, phone, fax, email, the internet) and computer applications (e.g. MS Office).
- Willingness to upskill as required by the tasks to be performed – corresponding measures are agreed with management.
- Creative, good organizational skills and strong analytical skills.
- Ability to prioritize and plan effectively.
- Good understanding of working in bilateral/multilateral cultural environment.
- 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 GIZ Application form in English, copies of relevant certificates and references, either by email (to hr-giz@giz.de) or by post (to **GIZ Office Hanoi**, 6th Floor Hanoi Towers, 49 Hai Ba Trung Street, Hanoi), **before 25th August 2021**.

Note: Please state: **“Application for the PR&Coms Officer_TVET”** in the subject line or on the envelope.

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: <https://bit.ly/3fgNWHq>.

GIZ – YOUR PARTNER FOR A BETTER FUTURE