

# 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 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:

## Senior Programme Officer in cooperation with business sector

Duty station: Hanoi

Contract duration: 01. November 2021 – 31. October 2022 with possible extension

The Senior Programme Officer Cooperation with Business sector assists the Head of Component of the TVET Programme in charge of policy advise in providing political partners, specifically the Directorate of Vocational Education and Training (DVET) with technical inputs in the regulatory frameworks and institutional arrangements to engage the business sector in TVET. He/she is responsible for achieving the outcomes, outputs and indicators in the area Cooperation with the Business sector and coordinates programme staff members within the business cooperation working group, including budget oversight for all activities related to this field of responsibility.

He/she independently provides advise to partners on international good practices as well as lessons learnt to increase the cooperation with the business sector in supported training programs. He/ she actively supports the management of the TVET Programme in the acquisition of new commissions and works in collaboration with key stakeholders including VCCI, Business Associations, TVET institutes as well as development partners to advocate for and promote the cooperation between state actors, TVET sector and business sector, including Vietnamese and international companies.

### Main responsibilities:

- Technical lead and responsibility for implementation and budget monitoring of the project activities within the area of responsibility;
- Consulting and coordinating with key government partners, TVET colleges and other key stakeholders the conceptual design and implementation of activities;
- Conducting analysis, collecting and sharing good practices and lessons as well as independently initiating the policy advisory processes on cooperation with the business sector in TVET aspects – (i) stakeholder boards/ skills councils at macro and meso levels; (ii) in-company training and (iii) cooperative training delivered by TVET institutes and enterprises;
- Drafting ToRs for the project’s consultancy assignments and following up on the proper implementation of such assignments, including quality assurance of deliverables and outputs;
- Maintaining the professional network and fostering synergies with political partners, key stakeholders (VCCI, business associations, TVET institutes and enterprises) as well as other development partners with

the aim to advance the cooperation between public authorities, TVET institutes and the business sector (VCCI, sector associations and enterprises);

- Independently advising program partners on the formulation of relevant policies as well as the development and operation of effective inter-connection mechanisms between the business and the public TVET sector at macro, meso and micro-level for a better alignment of TVET in Vietnam with the changing world of work;
- Supporting further acquisitions and implementation of development partnerships with relevant stakeholders;
- Recording and writing of results by providing reports on implementation and results;
- Reporting and coordinating with the component manager on status and details on activities in within the area of responsibility;
- Performing other duties and tasks at the request of management.

### **Minimum requirements**

- Bachelor or Master degree in the field of economics, business administration, public administration, law, or any other related field;
- Minimum 6-8 years of working experience in the areas of international development, TVET system, public-private sector cooperation or business associations;
- Good knowledge of working with government bodies and the policy framework of Vietnam;
- In-depth understanding of the needs and the perspectives of the private sector
- Proficiency in English (both spoken and written);
- Knowledge of the German TVET system would be an asset;
- Ability to interact with policy makers and facilitate high-level meetings of experts, government officials, employers and representatives of the international community;
- Proven experience and skills in policy analysis and advisory;
- Excellent organisational, interpersonal and network-building skills and the ability to work in a multi-stakeholder, multi-cultural environment;
- Strong sense of diplomacy and team work;
- Strong verbal and written communication and stakeholder engagement skills;
- Willingness to travel to different project locations across Vietnam.

**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](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 1<sup>st</sup> of November 2021**.

**Note:** Please state “**Application for the Senior Program Officer\_cooperation with business sector\_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>.

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