

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.

Viet Nam's dynamic growth is also reaching rural areas, but at the same time poses a major challenge for the protection of the environment and the preservation of biodiversity. The effects of climate change are significant and the physical exposure, high population density and institutional weaknesses make the coastline and the Mekong Delta in particular vulnerable. The cluster "Environment, Climate Change, Biodiversity" currently comprises a total of four teams in the thematic areas of climate change, coast and water (including agriculture), biodiversity and forests, regional economic integration as well as numerous service packages of global projects, and private public partnerships.

The NDC Transport Initiative for Asia (NDC TIA) is a joint project of seven organisations and will engage in China, India and Vietnam. It aims at promoting a comprehensive approach on decarbonizing transport, i.e. a coherent strategy of effective policies that are coordinated among various sector ministries, civil society and the private sector. In each of the partner countries, the consortium supports countries in facilitating and informing these stakeholder processes and in developing selected climate actions. In Vietnam, the goals of the project are to support the Vietnamese partners on national and city level on enhancing transport mitigation ambition in its 2050 vision and NDC and improving the policy framework for low-carbon transport.

The NDC Transport Initiative for Asia (NDC TIA) requires qualified local professionals for the following positions:

PR&Coms Officer “NDC”

Duty station: Hanoi, Vietnam
Duration: ASAP until 31. December 2023

Main responsibilities:

- Develop and implement project strategic communication plans
- Produce external communication materials in Vietnamese and English, such as news articles, press releases, blogs, social media updates, website content, major reports, videos/infographics
- Ensuring cooperate branding of implementation, focusing on the relevance of information and formats of information to different target audiences in English and Vietnamese
- Ensuring regular (social) media updates, monitoring and systematic filing of posts / publications
- Manage the organization of events/workshops
- Following up on the production of communication materials
- Ensuring full compliance of all PR/ Communications related activities with GIZ rules, regulations, policies and strategies
- Support and evaluate results of communication campaigns with the team
- Following up on other tasks as assigned.

Minimum requirements:

- University degree in Communication, Media, Marketing, Public Relations, or related field. Holding a Master's degree is preferable
- A minimum of 5 years in communications, content production and design

- Very strong in English and Vietnamese (reading, speaking, writing). Graduation in an English taught programme abroad or working experience abroad would be an advantage
- Knowledge of common software/applications on design, video and picture editing, and other digital applications
- Familiarity using social media content management and publishing platforms are desirable
- Strong track record working in the Corporation and Development international organizations. Having experience working with Government of Vietnam would be an advantage
- Having a good network with journalist/reporter in Vietnam or overseas would be an asset
- Having a good knowledge on climate change, green growth in Vietnam
- Willingness to learn, to take initiative, to further develop and to upskill as advised by supervisors
- Ability to work in a team and sometimes under high pressure/tight deadlines
- Excellent written and oral communication skills in both English and Vietnamese
- Excellent command of MS-Office
- Good working knowledge of modern telecommunication systems (telephone, fax, e-mail, internet)
- Friendly personality, high motivation, strong personal development skills, with analytical capacities and problem-solving skills
- Willingness to work hard and occasionally on weekends, travel and work in project locations
- Demonstrated ability to work and produce - sometimes under high pressure - high quality outputs with limited supervision and management
- Excellent ability to share knowledge and experience, a good team player and self-management skills.

Successful candidates will enjoy good working conditions with a friendly and creative working environment, open corporate culture, competitive benefits and compensation and good policies of training and development.

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, Vietnam**), before **24th March 2022**.

Note: Please state: **“Application for the PR&Coms Officer_NDC Transport”** in the subject line or on the envelope. 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: <https://bit.ly/3fgNWHq>.

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