

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. We work in a variety of fields and support our cooperation partners in designing strategies and meeting their policy goals. GIZ Viet Nam is currently engaged in three priority areas: 1) Vocational training; 2) Environmental policy and sustainable natural resource use; 3) Energy. Gender equality is one of the key values of our company and of the work we do. Fostering gender equality in our project operation and our internal equal opportunity provisions are two strategic pillars of our corporate identity and policy. For further information please visit our website: www.giz.de/vietnam.

The global programme “Go Circular” is commissioned by German Federal Ministry for Economic Cooperation and Development to support the transition to a Circular economy at global level and in the three partner countries: Colombia, Ghana, and Viet Nam. Go Circular works in three priority areas: i) Promoting innovation (technologies and business models), ii) Scaling up solutions and iii) Action in global alliances.

In Viet Nam the project works closely with the Ministry of Planning and Investment (MPI) and the Central Institute for Economic Management (CIEM) as key political partners to disrupt the linear economy with circular business models. The project provides technical advisory and management support to companies, implement calls for innovation or entrepreneur support programmes on new circular economy business models, and advice its partners in the development of a strategy and relevant decrees on piloting circular economy implementation. Last but not least, the project coordinates and cooperates with global and regional alliances to exchange and upscale proven approaches for a Circular economy.

The project is looking for a qualified national candidate for the following position:

Project Officer for Promotion of Circular Economy in the Private Sector

Duty station: Hanoi, Vietnam

Duration of assignment: ASAP – 30.06.2025

Main responsibilities:

The Project Officer will be involved in all activities of the project targeting the private sector with a focus on the activities such as a circular accelerator for start-ups, training programmes on circular business models for SMEs as well as on business metrics and other emerging activities such as pilots along value chains.

- Technically and strategically develop and position project activities on promoting circular economy within the private sector, in line with the overall project objectives and its indicators - in close coordination with local and global team
- Manage networks and cooperate with partners from the private sector, business associations and the start-up scene as well as partner organisations from NGOs, academia and government to achieve tangible impact in line with the project goal
- Develop Terms of Reference and procure services for private sector support programmes (e.g. accelerator, training of trainers, technical advisory/management services, innovation challenges and/or value chain pilots)
- Manage international and national consultants as well as service providers to ensure highest quality and cooperation in the activity delivery
- Support daily operational tasks as well as the monitoring and evaluation of the project activities; contribute to the knowledge management of the project by collecting and adequately distributing information and relevant communication material about the activities
- Provide advice to the political partners on matters relating to the circular economy in the private sector such as the promotion, scaling and even financing of circular business models

The brief profile is not intended to provide a full and complete description. Where appropriate and reasonable, the position holder is willing to perform tasks outside the scope of the job description.

Minimum requirements:

- University degree in Business, Economics, Political or Cultural science, Engineering, Supply Chain Management or other relevant disciplines
- At least 5 years of professional work experience in related positions of increasing responsibility, preferably with the private sector
- At least two 2 years of work experience on private sector support, business development, start-up incubation, acceleration, innovation/product/sustainability management and/or similar
- Relevant experience and expertise on the topics of Circular Economy, Finance, Product Design, Material Science and/or Innovation
- Working experience and/or networks in key sectors such as Plastics, Electronics, Agriculture/Food/Timber-Processing and/or others
- Strong networking capability and good communication skills with stakeholders from the private sector but also development sector, NGOs and government, activating companies and enabling collaboration to achieve joint objectives
- Strong project management skills and experience with the initiation, planning, budgeting, execution, monitoring of project activities and other project management tasks
- Pro-active and self-driven individual, highly motivated with the willingness to learn on the job
- Proven ability to work in a team, also in intercultural contexts
- Strong critical, analytical thinking and structured working abilities
- Excellent verbal and written English and Vietnamese language skills
- Willingness to travel regularly within in Viet Nam (and occasionally abroad)

GIZ is committed to create an appreciative work environment, irrespective of age, ethnic background and nationality, gender and gender identity, physical and mental abilities, religion and worldview, sexual orientation and social background. We ensure human resource processes live up to the diverse competencies and talents of all employees, as well as satisfy our performance expectations.

Successful candidates will enjoy good working conditions, competitive compensation and benefits 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 **30th June 2023**.

Note: Please state “**Application for the Project Officer for Circular Economy**” 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 visit our page GIZ Viet Nam – Career Opportunities at <https://www.giz.de/en/worldwide/109163.html> to download the GIZ Application Form.

GIZ – YOUR PARTNER FOR A BETTER FUTURE