

# **Employment Opportunities (USAID)**

## **Vacancy Announcement No. USAID 11-03**

**OPEN TO:** Myanmar Citizens

**POSITION:** AID Development Assistance Specialist (Health Program Manager)

**OPENING DATE:** December 15, 2011

**CLOSING DATE:** January 16, 2012

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:** Ordinarily Resident (OR): FSN-12

The U.S. Embassy in Rangoon is seeking an individual for the position of AID Development Assistance Specialist (Health Program Manager) in the Rangoon Office of the Regional Development Mission for Asia (RDMA) of the United States Agency for International Development (USAID).

### **BASIC FUNCTION OF POSITION:**

Serve as the Public Health and Infectious Disease Subject Matter Expert for program planning, implementation, and monitoring and evaluation of USAID Health's programs in Burma. The incumbent works collaboratively with Office of Public Health of USAID/RDMA Thailand to develop high-impact programs to address the most important epidemiologic needs in infectious diseases (ID); manage programs in the country; design and manage transnational, cross-border activities for mobile populations; pilot test "model" and comprehensive responses that can then be scaled up in coordination with the Burmese government, other donors and multilaterals – especially the Global Fund to Fight AIDS, Tuberculosis and Malaria.

### **QUALIFICATIONS REQUIRED:**

**NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.**

1. A minimum of Master's Degree or host country equivalent with a specialization in one of the following: medicine, M.B.B.S, veterinary medicine, engineering, dentistry, public health, epidemiology, behavioral, or social sciences is required.
2. Must have minimum of ten (10) years of professional experience managing and implementing public health programs in developing countries with at least five (5) years' experience in infectious diseases.
3. Level 4 (Fluent) speaking/reading/writing in English and Burmese is required.
4. Must have comprehensive knowledge of the concepts, principles, techniques and practices of infectious disease issues and the strategies most effective for implementing these interventions. Practical knowledge of health services and the international/national/local infectious diseases response is required.
5. Must be able to plan, develop, manage and evaluate important and complex programs in conjunction with RDMA technical advisors; organize and present technical information in concise written and oral form, particularly for non-health audiences; demonstrate strong quantitative and analytical skills through obtaining, analyzing, and evaluating a variety of data; furnish information and provide advice in assigned areas objectively; follow oral instructions, and organize, prioritize and follow through on all assignments with minimal oversight; focus on details, and demonstrate proficiency in word processing, spreadsheets, databases and other computer applications (e.g. Microsoft Office Excel, ACCESS, OUTLOOK, PowerPoint, etc.)
6. Must have the ability to establish and maintain contacts at all organizational levels including with communities and stakeholders in the non-governmental arena in order to explain USAID health, infectious diseases and animal health specific project/program policies, objectives and procedures.

IN ADDITION TO THE ELIGIBILITY AND QUALIFICATION REQUIREMENTS FOR EACH POSITION IN THIS SECTION, THE FOLLOWING ARE ALSO SELECTION CRITERIA:

1. Management will consider nepotism/conflict of interest, budget and residency status in determining successful candidacy.
2. Eligible age: Between 18 and 60

**TO APPLY:**

Interested applicants must submit the following or the application will not be considered:

1. Universal Application for Employment as a Locally Employed Staff or Family Member (DS-174); or
2. A current resume or curriculum vitae that provides the same information as an DS-174; plus
3. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed below.
4. Do not attach Photo

**SUBMIT APPLICATION TO:**

Human Resources Office  
U.S. Embassy  
110 University Avenue  
Kamayut Township, Yangon

(Or)

Send by e-mail to [HRORangoon@state.gov](mailto:HRORangoon@state.gov)

**CLOSING DATE FOR THE POSITION: January 16, 2012**