



## EMBASSY OF THE UNITED STATES OF AMERICA

*The Centers for Disease Control and Prevention in Windhoek is seeking to fill two full-time positions as Field Officer, one based in Katima and a second based in Rundu.*

**STARTING SALARY:** N\$ 352,066 gross per annum

Under the supervision of the Centers for Disease Control and Prevention (CDC) Oshakati Office Field Coordinator incumbent serves as the Field Officer in Katima or Rundu. Incumbent is the public health advisor responsible for providing technical expertise and assistance to the Ministry of Health and Social Services (MOHSS) and other participating partners in the northern regions of Namibia. The incumbent participates and supports the design, implementation and strengthening of routine disease surveillance systems and the conduct of large, complex surveys designed to measure HIV prevalence and other indicators of importance to evaluating the impact of HIV control programs. Carrying out these functions requires public health technical knowledge, results-oriented data analysis, advocacy, and the ability to facilitate communication and maintain collaborative working relationships with partner organizations. This position is required to travel at least 70% of the time.

### **Required Qualifications and skills:**

1. Degree in Nursing or a four-year Registered Nurse qualification.
2. Registration with the Namibian Nursing Council is required.
3. At least five years of clinical experience with progressive responsibility that includes direct patient care and coordinating clinical programs, of which two years have been HIV/AIDS programs in Namibia or similar settings.
4. English Reading/Speaking/Writing Level IV (Fluent) is required. This will be tested.
5. Good working knowledge of HIV/AIDS clinical issues and relevant testing and treatment guidelines as well the basics of collecting data for surveillance initiatives i.e. ART surveillance.
6. Good clinical, writing and communication skills and ability to provide technical and appropriate support to health care providers in a constructive manner. Possess problem-solving skills. Ability to discuss HIV-related clinical content and prevention issues with providers of all levels. Ability to complete training in Microsoft outlook, excel, ART surveillance requirements and PEPFAR reporting requirements.

Interested candidates for this position should specify which position they are applying for, either for Katima or Rundu, or both, and submit a completed DS-174 form (available at the U.S. Embassy reception, 14 Lossen Street, Ausspannplatz or at <http://windhoek.usembassy.gov>), and a current CV to the Human Resources Assistant at the Embassy by 17:00 on or before **December 01, 2014**.

Applications may be mailed to P/bag12029, Ausspannplatz, Windhoek, or submitted via e-mail to [HROWindhoek@state.gov](mailto:HROWindhoek@state.gov).

Only shortlisted candidates will be contacted. Please submit copies of relevant documents, as applications submitted will not be returned.

**Please note that all vacancies within the US Embassy are advertised on the following website:**  
<http://windhoek.usembassy.gov>.