

Vacancy Announcement No. / Position Title

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[FSN# 2014/07 \(T\) / Financial Analyst \(3 positions\)](#)

[FSN# 2014/07 / Financial Analyst \(3 positions\)](#)

[FSN# 2015/08 \(T\) / Computer Management Assistant \(LAN/Helpdesk\)](#)

[FSN# 2015/08 / Computer Management Assistant \(LAN/Helpdesk\)](#)

FSN# 2014/109 (T)
Engineering Assistant

OPEN TO: All Interested Candidates

POSITION: Engineering Assistant, FSN-8, FP-6, Trainee

OPENING DATE: September 19, 2014

CLOSING DATE: Until filled

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-8, THB 574,907 per annum (Minimum starting salary)

Not Ordinarily Resident (NOR): FP-6 (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Engineering Assistant in its Facilities Management section, American Embassy Bangkok.

BASIC FUNCTIONS REQUIRED:

Work cooperatively within the Engineering Division. The Job Holder will have primary responsibilities for quantity surveying, project supervision, inspection, and collaborative responsibility in project design.

QUALIFICATIONS REQUIRED:

All applications must address each selection criterion detailed below with specific and comprehensive information supporting each item in DS-174 block no. 19-22.

- (1) Bachelor's Degree in Mechanical or Electrical Engineering;
- (2) A minimum of two years progressive experience in maintenance and repair or construction engineering field from multinational organization. Must have an experience in direction and control of planning, design, construction, cost estimating, inspection of facilities, and scheduling work, including writing Bill of Materials, and preparing engineering/technical documents;
- (3) Level IV (Fluent) speaking/reading/writing in Thai and English (must provide a copy of valid TOEIC score of at least 855 before the deadline; otherwise, application will not be considered);
- (4) Must have a first level of Thai Professional Engineering License and valid local driving license. (Copy of licenses is required with application);
- (5) Ability to manage, supervise and train a maintenance workforce, manage large amounts of written data and documentation, read/interpret schematic diagrams, blueprints and technical handbooks;
- (6) Ability to operate computers in both English and Thai and work harmoniously with other Embassy personal;

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: Until filled

FSN# 2014/109
Engineering Assistant

OPEN TO: All Interested Candidates

POSITION: Engineering Assistant, FSN-9, FP-5 (Step 1 thru 4)

OPENING DATE: September 19, 2014

CLOSING DATE: Until filled

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-9, THB 640,463 per annum (Minimum starting salary)

Not Ordinarily Resident (NOR): FP-5 (Step 1 thru 4) (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Engineering Assistant in its Facilities Management section, American Embassy Bangkok.

BASIC FUNCTIONS REQUIRED:

Work cooperatively within the Engineering Division. The Job Holder will have primary responsibilities for quantity surveying, project supervision, inspection, and collaborative responsibility in project design.

QUALIFICATIONS REQUIRED:

All applications must address each selection criterion detailed below with specific and comprehensive information supporting each item in DS-174 block no. 19-22.

- (1) Bachelor's Degree in Mechanical or Electrical Engineering;
- (2) A minimum of three years progressive experience in maintenance and repair or construction engineering field from multinational organization. Must have an experience in direction and control of planning, design, construction, cost estimating, inspection of facilities, and scheduling work, including writing Bill of Materials, and preparing engineering/technical documents;
- (3) Level IV (Fluent) speaking/reading/writing in Thai and English (must provide a copy of valid TOEIC score of at least 855 before the deadline; otherwise, application will not be considered);
- (4) Must have a first level of Thai Professional Engineering License and valid local driving license. (Copy of licenses is required with application);
- (5) Ability to manage, supervise and train a maintenance workforce, manage large amounts of written data and documentation, read/interpret schematic diagrams, blueprints and technical handbooks;
- (6) Ability to operate computers in both English and Thai and work harmoniously with other Embassy personal;

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: Until filled

FSN# 2014/123 (T)
Medical Research Scientist

OPEN TO: All Interested Candidates

POSITION: Medical Research Scientist, FSN-9, FP-5(Step 1 thru 4), Trainee

OPENING DATE: October 17, 2014

CLOSING DATE: Until Filled

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-9 \$640,463 per annum (Starting salary)

Not Ordinarily Resident (NOR): FP-5 (Step 1 thru 4) (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Medical Research Scientist, in its Department of Enteric Diseases, the Armed Forces Research Institute of Medical Sciences (AFRIMS), located at 315/6, Rajvithi Road, Bangkok.

BASIC FUNCTIONS REQUIRED:

All applications must address each selection criterion detailed below with specific and comprehensive information supporting each item in DS-174 block no. 19-22.

Serve as the supervisor of Molecular Genetics sub-section in the Department of Enteric Diseases. Responsible for the development of oligonucleotide primers and probes, Polymerase Chain Reaction(PCR), DNA Fingerprinting and DNA Sequencing techniques in the identification and detailed study of enteric pathogens causing diarrheal disease. Involve in planning stages of the study, recommends research approaches to senior scientists with full discussion of research objectives, research implications and alternatives. Selects appropriate laboratory procedures, makes modifications as needed for the research assignment and assures that laboratory results are properly maintained. Performs data analysis and involved in preparation of manuscripts for publication in scientific journals. Controls the quality of the laboratory work performed in the section.

QUALIFICATIONS REQUIRED:

- (1) Master degree in Molecular Biology, Biochemistry or Microbiology field;
- (2) At least four years experiences in conducting various types of molecular biology work;
- (3) Level IV (Fluent) speaking/reading/writing in Thai and English (A copy of TOEIC score of at least 855 can be submitted after the deadline, but before interview. Only short listed candidates who are selected for interview will be notified);

- (4) Able to verify and analyze the results of the studies, prepare reports for publication or write established methodologies as Standard Operating Procedures (SOP);
- (5) Able to operate normal equipment and scientific equipment.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: Until Filled

FSN# 2014/123
Medical Research Scientist

OPEN TO: All Interested Candidates

POSITION: Medical Research Scientist, FSN-10, FP-5(Step 5 thru 14)

OPENING DATE: October 17, 2014

CLOSING DATE: Until Filled

WORK HOURS: Full-time; 40/ hours/week

SALARY:

Ordinarily Resident (OR): FSN-10 \$760,852 per annum (Starting salary)

Not Ordinarily Resident (NOR): FP-5(Step 5 thru 14) (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Medical Research Scientist, in its Department of Enteric Diseases, the Armed Forces Research Institute of Medical Sciences (AFRIMS), located at 315/6, Rajvithi Road, Bangkok.

BASIC FUNCTIONS REQUIRED:

Serve as the supervisor of Molecular Genetics sub-section in the Department of Enteric Diseases. Responsible for the development of oligonucleotide primers and probes, Polymerase Chain Reaction(PCR), DNA Fingerprinting and DNA Sequencing techniques in the identification and detailed study of enteric pathogens causing diarrheal disease. Involve in planning stages of the study, recommends research approaches to senior scientists with full discussion of research objectives, research implications and alternatives. Selects appropriate laboratory procedures, makes modifications as needed for the research assignment and assures that laboratory results are properly maintained. Performs data analysis and involved in preparation of manuscripts for publication in scientific journals. Controls the quality of the laboratory work performed in the section.

QUALIFICATIONS REQUIRED:

All applications must address each selection criterion detailed below with specific and comprehensive information supporting each item in DS-174 block no. 19-22.

- (1) Master degree in Molecular Biology, Biochemistry or Microbiology field;
- (2) At least five years experiences in conducting various types of molecular biology work;
- (3) Level IV (Fluent) speaking/reading/writing in Thai and English (A copy of TOEIC score of at least 855 can be submitted after the deadline, but before interview. Only short listed candidates who are selected for interview will be notified);

- (4) Able to verify and analyze the results of the studies, prepare reports for publication or write established methodologies as Standard Operating Procedures (SOP)
- (5) Able to operate normal equipment and scientific equipment.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: Until Filled

FSN# 2014/138
Project Voucher Examiner

OPEN TO: All Interested Candidates

POSITION: Project Voucher Examiner, FSN-8

OPENING DATE: December 18, 2014

CLOSING DATE: Until filled

WORK HOURS: Full-time; 40 hours/week

LENGTH OF HIRE: Temporary position – one year

SALARY:

Ordinarily Resident (OR): FSN-8 \$574,907 per annum (Starting salary)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Project Voucher Examiner in the U.S. Agency for International Development (USAID)/ Office of Financial Management (OFM), located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTIONS REQUIRED:

The incumbent serves as the Project Voucher Examiner (one year fixed-term) of USAID/RDMA/OFM. S/He is responsible for examining and processing USAID vouchers for payment for the Missions in Thailand (RDMA), Burma, Vietnam, and East Timor; and for the USAID's non presence countries in Laos and China. S/He is also responsible for monitoring file retention system for processed vouchers and supporting documentation ensuring that all records are retained in accordance to USAID and USG regulations.

QUALIFICATIONS REQUIRED:

- (1) An university degree in Accounting, Auditing, or related to Financial Management, Finance, Economic, Social Science, Business Administration, or a related field;
- (2) At least three year of experiences in voucher examination, accounts payable functions, or accounting related fields with a U.S. Government agency or an international organization;
- (3) Level IV (Fluent) speaking/reading/writing in Thai and English (A copy of TOEIC score of at least **855** can be submitted after the deadline, but before interview. Only short listed candidates who are selected for interview will be notified);
- (4) Have computer literate on computerized accounting applications;

- (5) Have a sound knowledge of financial spreadsheets and international accounting procedures;
- (6) Have basic filing skills.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website:

http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: Until Filled

FSN# 2015/01

Surveillance Detection Guard

OPEN TO: All Interested Candidates

POSITION: Surveillance Detection Guard, FSN-4, FP-AA

OPENING DATE: January 9, 2015

CLOSING DATE: Until Filled

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-4 ₪ 251,050 per annum (Starting salary)

Not Ordinarily Resident (NOR): FP-AA (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Surveillance Detection Guard in its Regional Security Office (RSO) office located at 120 – 122 Wireless Road, Bangkok.

BASIC FUNCTIONS REQUIRED:

To observe, detect and report potential acts of hostile surveillance against U.S. Mission Thailand facilities and personnel. Position will report to the surveillance detection team coordinator who reports to the Senior Regional Security Officer or his/her designate. Specialists will be required to work primary outdoors, be proficient in the use of digital camera and mobile telephone technology.

QUALIFICATIONS REQUIRED:

- (1) Completion of high school;
- (2) At least one year of security related experience;
- (3) Level III (Good Working Knowledge) speaking, reading, writing and understanding of Thai and Level II (Limited Knowledge) of English (Provide a copy of valid TOEIC score of at least 400, or pass the English Placement Test (EPT) that is conducted by the Regional Human Resources Office);
- (4) Must not have any physical limitations, know how to operate a bicycle or motorcycle safety, and possess a valid Thai car and motorcycle driver's license (a copy of Thai car and motorcycle driver's license is required with application);
- (5) Ability to work independently and outside in all kinds of weather conditions, observe patterns of behavior, and operate photographic and mobile phone equipment.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: Until Filled

FSN# 2015/03 (T)
Medical Equipment Technician

OPEN TO: All interested candidates

POSITION: Medical Equipment Technician, FSN-6, FP-8, Trainee

OPENING DATE: December 27, 2013

CLOSING DATE: Until Filled

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-6, THB 362,706 per annum (starting salary)

Not Ordinarily Resident (NOR): FP-8

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Medical Equipment Technician in its Department of Logistics, the Armed Forces Research Institute of Medical Sciences (AFRIMS), located at 315/6, Rajvithi Road, Bangkok.

BASIC FUNCTIONS REQUIRED:

Calibrates, maintains, repairs and qualifies advanced biomedical and laboratory analysis equipment. Supervises and trains medical equipment technicians during preventive maintenance, checks and services (PMCS) and repair of basic biomedical and laboratory support equipment.

QUALIFICATIONS REQUIRED:

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

- (1) At least 2 years of full time post-secondary study at college or university (high vocational school) is required;
- (2) At least 2 years of experience in medical equipment or electronics repair is required;
- (3) Level III (Good Working Knowledge) speaking/reading/writing in Thai and English (valid TOEIC score of **600** or higher);
- (4) Able to develop and complete calibration result worksheets that allow for equipment to be used in clinical studies.
- (5) Able to supervise and train basic medical equipment technicians during PMCS and repair.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website:

http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: Until Filled

“This is a re-advertisement of announcement from 12/27/2013 (FSN#2013/115(T)). Applications previously received will also be considered.”

FSN# 2015/03

Medical Equipment Technician

OPEN TO: All interested candidates

POSITION: Medical Equipment Technician, FSN-7, FP-7

OPENING DATE: December 27, 2013

CLOSING DATE: Until Filled

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-7, THB 480,033 per annum (starting salary)

Not Ordinarily Resident (NOR): FP-7

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Medical Equipment Technician in its Department of Logistics, the Armed Forces Research Institute of Medical Sciences (AFRIMS), located at 315/6, Rajvithi Road, Bangkok.

BASIC FUNCTIONS REQUIRED:

Calibrates, maintains, repairs and qualifies advanced biomedical and laboratory analysis equipment. Supervises and trains medical equipment technicians during preventive maintenance, checks and services (PMCS) and repair of basic biomedical and laboratory support equipment.

QUALIFICATIONS REQUIRED:

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

- (1) At least 2 years of full time post-secondary study at college or university (high vocational school) is required;
- (2) At least 3 years of experience in medical equipment or electronics repair is required;
- (3) Level III (Good Working Knowledge) speaking/reading/writing in Thai and English (valid TOEIC score of **600** or higher);
- (4) Able to develop and complete calibration result worksheets that allow for equipment to be used in clinical studies.
- (5) Able to supervise and train basic medical equipment technicians during PMCS and repair.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website:

http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: Until Filled

“This is a re-advertisement of announcement from 12/27/2013 (FSN#2013/115). Applications previously received will also be considered.”

FSN#2015/04

Chauffeur

OPEN TO: All Interested Candidates

POSITION: Chauffeur, FSN-3; FP-BB

OPENING DATE: January 16, 2015

CLOSING DATE: Until filled

WORK HOURS: Full-time; 48 hours/week

SALARY:

Ordinarily Resident (OR): FSN-3 ₪ 263,482 per annum (Starting salary)

Not Ordinarily Resident (NOR): FP-BB

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Chauffeur in its General Services Office/Motor Pool (GSO/MT), located at Rajdamri compound, American Embassy, Bangkok.

BASIC FUNCTIONS REQUIRED:

Drive motor pool sedans, station wagons, trucks and/or buses used in transporting personnel, supplies and equipment for the Embassy and supported agencies. Assignments may involve working extended hours, on weekends or on holidays.

QUALIFICATIONS REQUIRED:

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

- (1) Completion of Secondary school (Mathayom 6);
- (2) Two-year experience as a professional chauffeur;
- (3) Level II (limited knowledge) speaking/reading/writing Thai and English (Provide a copy of valid TOEIC score of at least **400**, or pass the English Placement Test (EPT) that is conducted by the Regional Human Resources Office);
- (4) Familiarity with the Bangkok road system, the location of Thai government offices and nearby cities;
- (5) Ability to drive and possess a valid Thai driver's license (a copy of Thai driver's license is required with application);
- (6) Possess automotive mechanical skill.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: Until filled

FSN# 2015/05

Public Health Specialist (Global Health Security)

OPEN TO: All Interested Candidates

POSITION: Public Health Specialist (Global Health Security), FSN-11, FP-4

OPENING DATE: January 23, 2015

CLOSING DATE: February 12, 2015

WORK HOURS: Full-time; 40/ hours/week

SALARY:

Ordinarily Resident (OR): FSN-11 \$1,179,069 per annum (Starting salary)

Not Ordinarily Resident (NOR): FP-4 (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Public Health Specialist (Global Health Security) in its U.S. Centers for Disease Control and Prevention (CDC) Office, located at Soi Bamrasnaradura, Ministry of Public Health, Nonthaburi.

BASIC FUNCTIONS REQUIRED:

Serve as the senior coordinator for CDC's implementation of global health security (GHS) activities in Thailand and regionally. The incumbent works closely with partners in the Ministry of Public Health, other Thai Government agencies, other US Government agencies and non-government entities to support implementation of the Global Health Security Agenda, which outlines coordinated actions and specific, measurable steps toward preventing outbreaks, detecting biological threats early, and rapidly responding to disease outbreaks. The incumbent is CDC Thailand's expert on GHS and oversees and implements related program planning, implementation, monitoring, and reporting. He/she should have good understanding of GHS management and basic understanding of Thailand public health entities and Thai MoPH responsibilities. Incumbent is responsible for independently making limited changes to organization's GHS policy/strategy by identifying ways in which existing policies related to implementation of GHS strategies in Thailand can be modified or improved to better fit the needs of CDC's Division for Global Health Protection (DGHP) in Thailand.

QUALIFICATIONS REQUIRED:

All applications must address each selection criterion detailed below with specific and comprehensive information supporting each item in DS-174 block no. 19-22.

(1) Master Degree in Public Health, Public Administration, Emergency Management, or Health Policy and Management is required;

- (2) At least 5 years of experience planning, coordinating and implementing public health programs with national and international partners, emergency planning or related health security experiences are required;
- (3) Level IV (Fluent) speaking/reading/writing in Thai and English (A copy of TOEIC score of at least 855 can be submitted after the deadline, but before interview. Only short listed candidates who are selected for interview will be notified);
- (4) Have some knowledge in at least one of the following areas: infectious disease detection, prevention and response; disease surveillance, emergency management, biosafety & biosecurity, or emergency operation centers;
- (5) Able to provide technical oversight for GHS expenditures in the field;
- (6) Able to develop formal proposals, protocols, and briefing documents.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: February 12, 2015

FSN 2015/06 (T)
Voucher Examiner

OPEN TO: All Interested Candidates

POSITION: Voucher Examiner, FSN-6; FP-8, Trainee

OPENING DATE: January 23, 2015

CLOSING DATE: February 5, 2015

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Ordinarily Resident (OR): FSN-6, THB 362,706 per annum (Minimum starting salary)

Not Ordinarily Resident (NOR): FP-8 (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Voucher Examiner in its Financial Management Office (FMC) located 120-122 Wireless Road, Lumpini, Pathumwan Bangkok.

BASIC FUNCTIONS REQUIRED:

Provide full scope of vouchering services to all employees officially and their family members. Duties include processing invoices and other claims for certification and payment from official funds; verifying that payment claims are accurate and proper through the review of authorizing and supporting documents and regulations; providing advice and guidance concerning the regulations covering allowances; and coordinating with internal clients and external contacts for timely vouchering/payment processes.

QUALIFICATIONS REQUIRED:

- (1) Completion of College study in accounting, business administration and/or finance related subject;
- (2) One year progressively more responsible work experience in finance, accounting, bookkeeping or related financial field;
- (3) Level III (good working knowledge) speaking/reading/writing in Thai and English (must provide a copy of valid TOEIC score of at least 600 before the deadline; otherwise, application will not be considered);
- (4) Strong computer skills including MS Office applications (Excel, Power Point, and Word), internet and website navigation skills, and automated financial and/accounting applications;
- (5) Ability to analyze data, accounting and payment records and reports and obtain necessary information to correct problems and ability to recommend changes in processes and procedures in order to realize improvements in operational efficiency and customer service;
- (6) Solid interpersonal skills and ability to work in a team under continuous pressure. Ability to

deal effectively with American and LE Staff at all levels.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website:

http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: February 5, 2015

Voucher Examiner

OPEN TO: All Interested Candidates

POSITION: Voucher Examiner, FSN-7; FP-7

OPENING DATE: January 23, 2015

CLOSING DATE: February 5, 2015

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Ordinarily Resident (OR): FSN-7, THB 480,033 per annum (Minimum starting salary)

Not Ordinarily Resident (NOR): FP-7 (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Voucher Examiner in its Financial Management Office (FMC) located 120-122 Wireless Road, Lumpini, Pathumwan Bangkok.

BASIC FUNCTIONS REQUIRED:

Provide full scope of vouchering services to all employees officially and their family members. Duties include processing invoices and other claims for certification and payment from official funds; verifying that payment claims are accurate and proper through the review of authorizing and supporting documents and regulations; providing advice and guidance concerning the regulations covering allowances; and coordinating with internal clients and external contacts for timely vouchering/payment processes.

QUALIFICATIONS REQUIRED:

- (1) Completion of College study in accounting, business administration and/or finance related subject;
- (2) Two years progressively more responsible work experience in finance, accounting, bookkeeping or related financial field;
- (3) Level III (good working knowledge) speaking/reading/writing in Thai and English (must provide a copy of valid TOEIC score of at least 600 before the deadline; otherwise, application will not be considered);
- (4) Strong computer skills including MS Office applications (Excel, Power Point, and Word), internet and website navigation skills, and automated financial and/accounting applications;
- (5) Ability to analyze data, accounting and payment records and reports and obtain necessary information to correct problems and ability to recommend changes in processes and procedures in order to realize improvements in operational efficiency and customer service;
- (6) Solid interpersonal skills and ability to work in a team under continuous pressure. Ability to

deal effectively with American and LE Staff at all levels.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website:

http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: February 5, 2015

FSN# 2014/07 (T) (3 positions)

Financial Analyst

OPEN TO: All Interested Candidates

POSITION: Financial Analyst, FSN-9 (Trainee)

OPENING DATE: January 23, 2015

CLOSING DATE: February 19, 2015

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-9 \$640,463 per annum (Starting salary)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Financial Analyst in the U.S. Agency for International Development (USAID)/ Office of Financial Management (OFM), located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTIONS REQUIRED:

The incumbent serves as the financial management expert and the Regional Controller's representative to Technical Teams for the regional programs in Thailand, Singapore, Malaysia, Philippines, Indonesia, Laos, China, Tibet, and independent USAID missions in Burma, Vietnam and Timor-Leste. S/He provides expert advice on the development, implementation, and evaluation of the financial elements of development projects from conception to completion and close-out. S/He also assesses and analyzes the institutional financial management, internal controls, and audit capabilities of local partners, including host country government ministries, local Non-Governmental Organizations (NGOs), and other local organizations. S/He periodically travels to project sites to provide assistance.

QUALIFICATIONS REQUIRED:

All applications must address each selection criterion detailed below with specific and comprehensive information supporting each item in DS-174 block no. 19-22.

- (1) Completion of Bachelor's degree in accounting or finance with CPA certification;
- (2) At least four years of progressively responsible experience in auditing or accounting;
- (3) Level IV (Fluent) speaking/reading/writing in Thai and English (A copy of TOEIC score of at least **855** can be submitted after the deadline, but before interview. Only short listed candidates who are selected for interview will be notified);

- (4) Must have ability to inspire, and communicate clearly and effectively with internal USAID employees and external partners to foster and maintain an effective professional network and working relationships to perform work tasks, such as review of systems for programs/projects
- (5) Must possess excellent interpersonal skills.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: February 19, 2015

FSN# 2015/07 (3 positions)

Financial Analyst

OPEN TO: All Interested Candidates

POSITION: Financial Analyst, FSN-10

OPENING DATE: January 23, 2015

CLOSING DATE: February 19, 2015

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-10 \$760,852 per annum (Starting salary)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Financial Analyst in the U.S. Agency for International Development (USAID)/ Office of Financial Management (OFM), located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTIONS REQUIRED:

The incumbent serves as the financial management expert and the Regional Controller's representative to Technical Teams for the regional programs in Thailand, Singapore, Malaysia, Philippines, Indonesia, Laos, China, Tibet, and independent USAID missions in Burma, Vietnam and Timor-Leste. S/He provides expert advice on the development, implementation, and evaluation of the financial elements of development projects from conception to completion and close-out. S/He also assesses and analyzes the institutional financial management, internal controls, and audit capabilities of local partners, including host country government ministries, local Non-Governmental Organizations (NGOs), and other local organizations. S/He periodically travels to project sites to provide assistance.

QUALIFICATIONS REQUIRED:

All applications must address each selection criterion detailed below with specific and comprehensive information supporting each item in DS-174 block no. 19-22.

- (1) Completion of Bachelor's degree in accounting or finance with CPA certification;
- (2) At least five years of progressively responsible experience in auditing or accounting;
- (3) Level IV (Fluent) speaking/reading/writing in Thai and English (A copy of TOEIC score of at least **855** can be submitted after the deadline, but before interview. Only short listed candidates who are selected for interview will be notified);

- (4) Must have ability to inspire, and communicate clearly and effectively with internal USAID employees and external partners to foster and maintain an effective professional network and working relationships to perform work tasks, such as review of systems for programs/projects
- (5) Must possess excellent interpersonal skills.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: February 19, 2015

FSN# 2015/08 (T)
Computer Management Assistant (LAN/Helpdesk)

OPEN TO: All Interested Candidates

POSITION: Computer Management Assistant (LAN/Helpdesk), FSN-7; FP-7, Trainee

OPENING DATE: January 23, 2015

CLOSING DATE: February 5, 2015

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-7, THB 480,033 per annum (Minimum starting salary)

Not Ordinarily Resident (NOR): FP-7 (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Computer Management Assistant in its Information System Center located at GPF Witthayu Tower, Wireless Road.

BASIC FUNCTIONS REQUIRED:

The incumbent provides technical support to Embassy and Consulate staff on the use of computer systems resources. The work involves adapting various work processes to LAN system capabilities and ensuring that the Local Area Network supports Mission operations and facilitates the use of computers to meet Mission goals. Provides user support, LAN and PC troubleshooting, and when necessary provides some user training. S/He is also responsible for administration of trouble tickets generated for IT support mission-wide, Database Administration, cellular phone program to include Blackberry devices and other duties as assign such as DVC and Mission.

QUALIFICATIONS REQUIRED:

- (1) Bachelor degree in Engineering, Computer Science, Information Management or related field;
- (2) Minimum of two years of responsible experience in complex PC, Local Area Network (LAN) and Wide Area Works (WAN) environments;
- (3) Level III (Good working knowledge) speaking/reading/writing in English (A copy of TOEIC score of at least 600 can be submitted after the deadline, but before interview. Only short listed candidates who are selected for interview will be notified);
- (4) Ability to maintain all LAN components, including operating systems, applications and utilities software, cabling, hardware such as Network Switches, PCs, Printers, Scanners, Digital Senders, Card Readers, Hard disks, Compute Switches, various interface cards and etc.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: February 5, 2015

“This is a re-advertisement of announcement for FSN# 2014/130 Computer Management Assistant position. Applications previously received will also be considered.”

FSN# 2015/08

Computer Management Assistant (LAN/Helpdesk)

OPEN TO: All Interested Candidates

POSITION: Computer Management Assistant (LAN/Helpdesk), FSN-8; FP-6

OPENING DATE: January 23, 2015

CLOSING DATE: February 5, 2015

WORK HOURS: Full-time; 40 hours/week

SALARY:

Ordinarily Resident (OR): FSN-8, THB 574,907 per annum (Minimum starting salary)

Not Ordinarily Resident (NOR): FP-6 (Position Grade to be confirmed by Washington)

ALL ORDINARILY RESIDENT (OR) APPLICANTS MUST HAVE THE REQUIRED RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Bangkok is seeking an individual for the position of Computer Management Assistant in its Information System Center located at GPF Witthayu Tower, Wireless Road.

BASIC FUNCTIONS REQUIRED:

The incumbent provides technical support to Embassy and Consulate staff on the use of computer systems resources. The work involves adapting various work processes to LAN system capabilities and ensuring that the Local Area Network supports Mission operations and facilitates the use of computers to meet Mission goals. Provides user support, LAN and PC troubleshooting, and when necessary provides some user training. S/He is also responsible for administration of trouble tickets generated for IT support mission-wide, Database Administration, cellular phone program to include Blackberry devices and other duties as assign such as DVC and Mission.

QUALIFICATIONS REQUIRED:

- (1) Bachelor degree in Engineering, Computer Science, Information Management or related field;
- (2) Minimum of three years of responsible experience in complex PC, Local Area Network (LAN) and Wide Area Works (WAN) environments;
- (3) Level III (Good working knowledge) speaking/reading/writing in English (A copy of TOEIC score of at least 600 can be submitted after the deadline, but before interview. Only short listed candidates who are selected for interview will be notified);
- (4) Ability to maintain all LAN components, including operating systems, applications and utilities software, cabling, hardware such as Network Switches, PCs, Printers, Scanners, Digital Senders, Card Readers, Hard disks, Compute Switches, various interface cards and etc.

SELECTION PROCESS:

When fully qualified, U.S. citizen Eligible Family Members (AEFMs) who are U.S. Veterans will be given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

TO APPLY:

Please follow the check lists and submission guidelines, posted on the official website: http://bangkok.usembassy.gov/job_opportunities.html carefully and submit complete application package thru bkkrecruitment@state.gov before the deadline.

Failure to follow the instructions will invalidate your application.

CLOSING DATE FOR THE POSITION: February 5, 2015

“This is a re-advertisement of announcement for FSN# 2014/130 Computer Management Assistant position. Applications previously received will also be considered.”
