

Voucher Examiner (PSU) (T)

Voucher Examiner (PSU)

Physician

Pharmacist

Training Instructor (T) Two positions

Training Instructor (Two positions)

HR Associate

Mason

A.I.D. Project Management Specialist (Malaria)

A.I.D. Project Management Specialist (Malaria)

Financial Analyst (T)

Financial Analyst

Development Assistance Specialist (M&E) (T)

Development Assistance Specialist (M&E)

FSN# 2012/04 (T)
Voucher Examiner (PSU)

OPEN TO: All Interested Candidates

POSITION: Voucher Examiner (PSU), FSN-7; FP-7 (Trainee)

OPENING DATE: December 2, 2011

CLOSING DATE: Until filled

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): USD 39,994 per annum (minimum starting salary)
(Position Grade: FP-7 to be confirmed by Washington)

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

The U.S. Embassy in Bangkok is seeking an individual for the position of Voucher Examiner (PSU) in its Post Support Unit, Global Financial Service Center (GFSC) office located at 95 Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Perform work consisting of the examination and audit for accuracy, legality, compliance with regulations, and justification of vouchers, invoices, claims, and other requests for payment from customer posts. Responsible for processing post assignment travel vouchers for all overseas posts, vendor vouchers, E2 vouchers and ILMS voucher from Post Support Unit (PSU) client posts. The incumbent is relied on by the Certifying Officer to forward only correct, legal, and proper vouchers for certification. Assures compliance with regulations and correct computation on the basis of supporting documents submitted by U.S. Embassy Finance Offices worldwide, or through contact with program officials, travelers and vendor's/contractors. Must ensure compliance with Federal, DoS, PSU and individual client post policies. When vouchers are rejected, incumbent must provide detailed and tactful explanations of the regulation or policy to the submitter and inform them of the necessary corrective action.

QUALIFICATIONS REQUIRED:

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

- (1) Two years post secondary study at college or university (high vocational school or equivalent);
- (2) Two years of progressively experience responsible work in finance, accounting, bookkeeping or related financial field;

(3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered).

SELECTION PROCESS:

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

SALARY RANGE:

The minimum starting salary for a fully qualified applicant is as advertised above. Actual salary of the successful candidate will be based on various criteria including, but not limited to: educational qualification, work experience, prior salary history and job knowledge.

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

** Please do not attach a photo in an Application Form (DS-174) or resume. If your photo is attached, your application will not be considered.

CLOSING DATE FOR THE POSITION: Until filled

FSN# 2012/04

Voucher Examiner (PSU)

OPEN TO: All Interested Candidates

POSITION: Voucher Examiner (PSU), FSN-8; FP-6

OPENING DATE: December 2, 2011

CLOSING DATE: Until filled

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): USD 44,737 per annum (minimum starting salary)
(Position Grade: FP-6 to be confirmed by Washington)

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

The U.S. Embassy in Bangkok is seeking an individual for the position of Voucher Examiner (PSU) in its Post Support Unit, Global Financial Service Center (GFSC) office located at 95 Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Perform work consisting of the examination and audit for accuracy, legality, compliance with regulations, and justification of vouchers, invoices, claims, and other requests for payment from customer posts. Responsible for processing post assignment travel vouchers for all overseas posts, vendor vouchers, E2 vouchers and ILMS voucher from Post Support Unit (PSU) client posts. The incumbent is relied on by the Certifying Officer to forward only correct, legal, and proper vouchers for certification. Assures compliance with regulations and correct computation on the basis of supporting documents submitted by U.S. Embassy Finance Offices worldwide, or through contact with program officials, travelers and vendor's/contractors. Must ensure compliance with Federal, DoS, PSU and individual client post policies. When vouchers are rejected, incumbent must provide detailed and tactful explanations of the regulation or policy to the submitter and inform them of the necessary corrective action.

QUALIFICATIONS REQUIRED:

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

- (1) Two years post secondary study at college or university (high vocational school or equivalent);
- (2) Two years of progressively experience responsible work in finance, accounting, bookkeeping or related financial field;

(3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);

(4) A thorough knowledge of applicable sections of the Foreign Affairs Manual and Handbooks, Federal Travel Regulations, JFTR, DSSR CDC Handbook and USAID's ADS.

SELECTION PROCESS:

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

SALARY RANGE:

The minimum starting salary for a fully qualified applicant is as advertised above. Actual salary of the successful candidate will be based on various criteria including, but not limited to: educational qualification, work experience, prior salary history and job knowledge.

SUBMIT APPLICATION TO:

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CLOSING DATE FOR THE POSITION: Until filled

FSN# 2012/20
Physician

OPEN TO: All Interested Candidates

POSITION: Physician, FSN-12; FP-3

OPENING DATE: April 12, 2012

CLOSING DATE: May 3, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-3

Ordinarily Resident (OR): FSN-12

The U.S. Embassy in Bangkok is seeking an individual for the position of Physician in its Regional Medical Services Office (RMO) located GPF Building, Wireless Road, Lumpini, Pathumwan, Bangkok.

BASIC FUNCTION OF POSITION:

Provides outpatient primary care medical services at the Embassy Medical Unit to patients covered under the Department of State Medical Program with special emphasis on pediatric care. During the absence of the both Regional Medical Officer and the Foreign Service Health Practitioner, this physician will provide medical supervision of the Medical Unit staff and be available for after hours medical consultations and referrals.

QUALIFICATIONS REQUIRED:

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

- (1) Must hold a current medical license in a U.S. state or other country;
- (2) Must have current American board certification in Pediatrics with or without subspecialty;
- (3) Five years of post-residency clinical experience in their primary care specialty with at least 50% of the physician's time involved in direct patient care during the five years, including time spent in a private American pediatrics practice;
- (4) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (5) Must be experienced with all aspects of pediatric care, including immunization practices.

SELECTION PROCESS:

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

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

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CLOSING DATE FOR THE POSITION: May 3, 2012

FSN# 2012/35

Pharmacist

OPEN TO: All Interested Candidates

POSITION: Pharmacist, FSN-8; FP-6

OPENING DATE: April 5, 2012

CLOSING DATE: May 3, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-6

Ordinarily Resident (OR): FSN-8

The U.S. Embassy in Bangkok is seeking an individual for the position of Pharmacist in its Regional Medical Services Office (RMO) located GPF Witthayu Building, Wireless Road, Lumpini, Pathumwan, Bangkok.

BASIC FUNCTION OF POSITION:

The incumbent is a professional pharmacist who is responsible for managing and operating the Pharmaceutical services at the American Embassy Medical Unit Bangkok and Consulate in Chiang Mai. This position includes professional Pharmaceutical duties, administrative duties, as well as daily contact with outside vendors including those in USA, Europe and Asia. This position also includes regional duties whereby the pharmacist provides pharmaceutical consultation and procurement assistance to American Embassies in Asia, Central Asia and few Middle Eastern countries.

QUALIFICATIONS REQUIRED:

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

- (1) Bachelor of Science in Pharmacology;
- (2) Must be registered with a Thai Pharmacy Council as Pharmacist (Pharmacy board of certification) & License to practice Pharmacy should be current;
- (3) A minimum of one year of experience in hospital or retail pharmacy managing inventory, procurement, patient education and accounts reconciliation;
- (4) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (5) Must have in-depth knowledge of medical/pharmaceutical terminology.

SELECTION PROCESS:

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

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

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CLOSING DATE FOR THE POSITION: May 3, 2012

**FSN# 2012/45 (T) (Two positions)
Training Instructor**

OPEN TO: All Interested Candidates

POSITION: Training Instructor, FSN-8; FP-6 (Training)

OPENING DATE: April 20, 2012

CLOSING DATE: May 3, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-6

Ordinarily Resident (OR): FSN-8

The U.S. Embassy in Bangkok is seeking an individual for the position of Training Instructor in its Regional Employee Development Center (REDC) at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serving as trainer/co-trainer, developing/revising training materials and performing variety of program management activities. Travel is required on a frequent basis to deliver training on site at various embassies/consulates in the East Asian Pacific (EAP), Near East Asia (NEA) and South Central Asia (SCA) Bureaus.

QUALIFICATIONS REQUIRED:

***NOTES:** (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.*

- (1) Bachelor's degree in Education, Social Science, Business Administration, or other related disciplines;
- (2) At least two years of experience in training or other management functions with a requirement to conduct training sessions periodically;
- (3) Must be able to read, write, speak and comprehend English and Thai at Level IV (fluent) (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Must have professional skills and abilities in conducting formal training and must be able to handle diversified groups of training participants and effectively maintain their interest and attention to the training subject;

(5) Must be able to design/revise training courses to meet the course objectives and suitable to a large group of different levels of knowledge of the audience;

(6) Must possess proficient skills in using various office equipment including computers and basic software applications e.g. Words, Powerpoint, Access; and also be able to operate cameras, tape recorders and video equipment.

SELECTION PROCESS:

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

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

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CLOSING DATE FOR THE POSITION: May 3, 2012

**FSN# 2012/45 (Two positions)
Training Instructor**

OPEN TO: All Interested Candidates

POSITION: Training Instructor, FSN-9; FP-5 (Step 1 thru 4)

OPENING DATE: April 20, 2012

CLOSING DATE: May 3, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-5 (Step 1 thru 4)

Ordinarily Resident (OR): FSN-9

The U.S. Embassy in Bangkok is seeking an individual for the position of Training Instructor in its Regional Employee Development Center (REDC) at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serving as trainer/co-trainer, developing/revising training materials and performing variety of program management activities. Travel is required on a frequent basis to deliver training on site at various embassies/consulates in the East Asian Pacific (EAP), Near East Asia (NEA) and South Central Asia (SCA) Bureaus.

QUALIFICATIONS REQUIRED:

***NOTES:** (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.*

- (1)** Bachelor's degree in Education, Social science, Business Administration, or other related disciplines;
- (2)** At least three years of experience in training or other management functions with a requirement to conduct training sessions periodically;
- (3)** Must be able to read, write, speak and comprehend English and Thai at Level IV (fluent) (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4)** Must have professional skills and abilities in conducting formal training and must be able to handle diversified groups of training participants and effectively maintain their interest and attention to the training subject;

(5) Must be able to design/revise training courses to meet the course objectives and suitable to a large group of different levels of knowledge of the audience;

(6) Must possess proficient skills in using various office equipment including computers and basic software applications e.g. Words, Powerpoint, Access; and also be able to operate cameras, tape recorders and video equipment.

SELECTION PROCESS:

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

SUBMIT APPLICATION TO:

E-mail: bkcrecruitment@state.gov

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CLOSING DATE FOR THE POSITION: May 3, 2012

FSN# 2012/47
HR Associate

OPEN TO: All Interested Candidates

POSITION: HR Associate, FSN-6; FP-8 (This is a temporary position, not to exceed 110 days.)

OPENING DATE: April 27, 2012

CLOSING DATE: May 10, 2012

WORK HOURS: When-actually-employed (WAE)

SALARY:

Not Ordinarily Resident (NOR): FP-8

Ordinarily Resident (OR): FSN-6

The U.S. Embassy in Bangkok is seeking an individual for the position of Human Resources Associate in its Human Resources Office, located at 120-122, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Performs a variety of personnel clerical duties in connected with the examination and processing of personnel actions and in maintenance of position control records and personnel files for LE Staff.

QUALIFICATIONS REQUIRED:

***NOTES:** (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.*

- (1) Bachelor's degree in Arts or Social Science;
- (2) Up to six month's experience in human resources administration, secretarial support, and/of office management;
- (3) Level III (Good working knowledge) speaking/reading/writing English and Thai (must provide a copy of valid TOEIC score of **600** or higher with application, or application will not be considered);
- (4) Basic understanding of the local practices on interview schedule protocol;
- (5) Good typing skills both Thai and English, intermediate knowledge of hardware such as digital camcorders and scanners;
- (6) Must have skill in designing spreadsheets, arithmetic, standard statistical calculation and good interpretation, organizational and communications skills.

SELECTION PROCESS:

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

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

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CLOSING DATE FOR THE POSITION: May 10, 2012

FSN# 2012/48

Mason

OPEN TO: All Interested Candidates

POSITION: Mason, FSN-5; FP-9

OPENING DATE: April 27, 2012

CLOSING DATE: May 10, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-9

Ordinarily Resident (OR): FSN-5

The U.S. Embassy in Bangkok is seeking an individual for the position of Mason in its Facilities Management (FM), located at Rajdamri Compound, American Embassy Bangkok.

BASIC FUNCTION OF POSITION:

To perform at journeyman level in masonry and building construction trade. Duties involve daily maintenance, repair and construction work of concrete floors, surfaces and pavement; masonry walls or masonry structures; wall tiles and floor tiles of the buildings and facilities maintained by the post. Work includes removal of concrete or masonry structures, alteration, rehabilitation and restoration of the buildings and facilities of the post.

QUALIFICATIONS REQUIRED:

***NOTES:** (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFMs and MOHs, please see Post "Additional Selection Criteria" at the beginning of the "Employment Opportunities for U.S. Citizen Eligible Family Members (AEFMs), Eligible Family Members (EFMs), Members of Household (MOHs) and Current Locally Employed (LE) Staff Employees" or on the Bulletin Board in HR or on the Website.*

- (1) Completion of High School;
- (2) Two years of experience in building construction work;
- (3) Level II (Limited Knowledge) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **400** or higher with application, or application will not be considered);
- (4) Must be able to operate various hand tools, power equipment, and instrument;
- (5) Ability to drive and possess a valid Thai driver's license.

PLEASE ATTACH A COPY OF TRANSCRIPT AND A VALID THAI DRIVER'S LICENSE.

SELECTION PROCESS:

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

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

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CLOSING DATE FOR THE POSITION: May 10, 2012

FSN# 2012/01 (T)

A.I.D. Project Management Specialist (Malaria)

OPEN TO: All Interested Candidates (Thai Citizens)

POSITION: A.I.D. Project Management Specialist (Malaria), FSN-11 (Trainee)

OPENING DATE: March 16, 2012

CLOSING DATE: Until Filled

WORK HOURS: Full-time; 40 hrs/week

SALARY: Ordinarily Resident (OR): FSN-11

The U.S. Embassy in Bangkok is seeking an individual for the position of A.I.D. Project Management Specialist (Malaria) in the U.S. Agency for International Development (USAID)/ Office of Public Health (OPH), located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serves as Malaria Specialist supports the President's Malaria Initiative (PMI) program in planning, management, implementation, policy and monitoring and evaluation. S/he provides technical guidance and leadership in collaborating with the USG team and technical working groups. S/he also serves as a Contracting Officer's Technical Representative (COTR) and Agreement Officer's Technical Representative (AOTR) for several malaria programs, and provides management and technical guidance to implementing partners. S/he assists in developing a monitoring and evaluation plan for PMI activities by reviewing partner's quarterly reports, tracking partner performance data, conducting site visits, and monitoring activities undertaken by implementing partners.

QUALIFICATIONS REQUIRED:

- (1) Master's degree with a specialization in one of the following areas and knowledge of the others: Medicine, Public Health, Epidemiology, Social Sciences, Veterinary Sciences, Entomology, or Microbiology with familiarity in technical aspects of infectious diseases including Malaria;
- (2) A minimum of nine (9) years of professional experience managing and implementing public health program in developing countries with at least five years' experience in infectious diseases. The incumbent will also have experience in working with and advising senior officials, and managing programs without direct, on-site supervision;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai;
- (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;
- (5) Must have practical knowledge of health services and the international/national/local infectious diseases response;

(6) Able to plan, develop, manage and evaluate important and complex programs.

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

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CLOSING DATE FOR THE POSITION: Until Filled

FSN# 2012/01

A.I.D. Project Management Specialist (Malaria)

OPEN TO: All Interested Candidates (Thai Citizens)

POSITION: A.I.D. Project Management Specialist (Malaria), FSN-12

OPENING DATE: March 16, 2012

CLOSING DATE: Until Filled

WORK HOURS: Full-time; 40 hrs/week

SALARY: Ordinarily Resident (OR): FSN-12

The U.S. Embassy in Bangkok is seeking an individual for the position of A.I.D. Project Management Specialist (Malaria) in the U.S. Agency for International Development (USAID)/ Office of Public Health (OPH), located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serves as Malaria Specialist supports the President's Malaria Initiative (PMI) program in planning, management, implementation, policy and monitoring and evaluation. S/he provides technical guidance and leadership in collaborating with the USG team and technical working groups. S/he also serves as a Contracting Officer's Technical Representative (COTR) and Agreement Officer's Technical Representative (AOTR) for several malaria programs, and provides management and technical guidance to implementing partners. S/he assists in developing a monitoring and evaluation plan for PMI activities by reviewing partner's quarterly reports, tracking partner performance data, conducting site visits, and monitoring activities undertaken by implementing partners.

QUALIFICATIONS REQUIRED:

- (1) Master's degree with a specialization in one of the following areas and knowledge of the others: Medicine, Public Health, Epidemiology, Social Sciences, Veterinary Sciences, Entomology, or Microbiology with familiarity in technical aspects of infectious diseases including Malaria;
- (2) A minimum of ten (10) years of professional experience managing and implementing public health program in developing countries with at least five years' experience in infectious diseases. The incumbent will also have experience in working with and advising senior officials, and managing programs without direct, on-site supervision;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai;
- (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;
- (5) Must have practical knowledge of health services and the international/national/local infectious diseases response;

(6) Able to plan, develop, manage and evaluate important and complex programs.

SUBMIT APPLICATION TO:

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CLOSING DATE FOR THE POSITION: Until Filled

FSN# 2012/44 (T)
Financial Analyst

OPEN TO: All Interested Candidates (Thai Citizens)

POSITION: Financial Analyst, FSN-9 (Trainee)

OPENING DATE: April 20, 2012

CLOSING DATE: May 17, 2012

[This is an extension of the announcement (VA# 2011/143) from January 12, 2012. Applications previously received will also be considered.]

WORK HOURS: Full-time; 40 hrs/week

SALARY: Ordinarily Resident (OR): FSN-9

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 FUNCTION OF POSITION:

Serve as the financial management expert and the Regional Controller's representative to Technical Teams for the regional and bilateral programs in Regional Development Mission for Asia (RDMA), Vietnam, and East Timor. The Financial Analyst also analyzes the institutional financial management, internal control, and audit capabilities of host country government ministries and local Non-Governmental Organizations (NGOs). The Financial Analyst periodically travels to project sites to provide assistance. RDMA and client post have an operational year budget of approximately \$200 million.

QUALIFICATIONS REQUIRED:

- (1) Bachelor's degree in Accounting with a Certified Public Accountant (CPA);
- (2) At least four years of progressively responsible experience in auditing or accounting;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Must have a thorough knowledge and understanding of professional accounting principles, theories, practices and terminology as well as the principles and accepted practices of governmental and business financial accounting, budgeting, and reporting.

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

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CLOSING DATE FOR THE POSITION: May 17, 2012

FSN# 2012/44
Financial Analyst

OPEN TO: All Interested Candidates (Thai Citizens)

POSITION: Financial Analyst, FSN-10

OPENING DATE: April 20, 2012

CLOSING DATE: May 17, 2012

[This is an extension of the announcement (VA# 2011/143) from January 12, 2012. Applications previously received will also be considered.]

WORK HOURS: Full-time; 40 hrs/week

SALARY: Ordinarily Resident (OR): FSN-10

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 FUNCTION OF POSITION:

Serve as the financial management expert and the Regional Controller's representative to Technical Teams for the regional and bilateral programs in Regional Development Mission for Asia (RDMA), Vietnam, and East Timor. The Financial Analyst also analyzes the institutional financial management, internal control, and audit capabilities of host country government ministries and local Non-Governmental Organizations (NGOs). The Financial Analyst periodically travels to project sites to provide assistance. RDMA and client post have an operational year budget of approximately \$200 million.

QUALIFICATIONS REQUIRED:

- (1) Bachelor's degree in Accounting with a Certified Public Accountant (CPA);
- (2) At least five years of progressively responsible experience in auditing or accounting;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Must have a thorough knowledge and understanding of professional accounting principles, theories, practices and terminology as well as the principles and accepted practices of governmental and business financial accounting, budgeting, and reporting.

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

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CLOSING DATE FOR THE POSITION: May 17, 2012

FSN# 2012/46 (T)

Development Assistance Specialist (M&E)

OPEN TO: All Interested Candidates (Thai Citizens)

POSITION: Development Assistance Specialist (M&E), FSN-11 (Trainee)

OPENING DATE: April 27, 2012

CLOSING DATE: May 24, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY: Ordinarily Resident (OR): FSN-11 (Trainee)

The U.S. Embassy in Bangkok is seeking an individual for the position of Development Assistance Specialist (M&E) in the U.S. Agency for International Development/Regional Development Mission for Asia (USAID/RDMA)/ Program Development Office (PDO), located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serves as the Asia Regional Monitoring and Evaluation Officer and a senior Program Officer. S/he is the principal advisor on designing and implementing monitoring and evaluation (M&E) plans for RDMA technical offices, leads RDMA innovations and provides leadership, guidance, and support in M&E for USAID missions throughout Asia. The job holder also serves as principal advisor on implementing the U.S. Foreign Assistance Reforms and Automated Directives System (ADS) guidance in the area of strategy formulation, activity design, and performance monitoring and evaluation and as PDO facilitator on designated regional technical and country teams.

QUALIFICATIONS REQUIRED:

- (1) Master's Degree or its equivalent in post-graduate studies in social science, political science, sociology, economics, or in another field relevant to development studies, program evaluation, research and international programs; with a record of independent analytical work from either primary or secondary sources;
- (2) At least six years of progressively responsible professional experience in the design, negotiation, management and implementation of development activities, with a focus on program monitoring and evaluation, or donor-assisted and with additional two years of managerial experience in project management;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Must have through knowledge of the principles and best practices for monitoring, implementation modalities, impact assessment and evaluation of development projects and programs;

- (5) Must have comprehensive knowledge of operations, regulations, procedures and documents relating to strategic and program planning, activity design, impact assessment and monitoring & evaluation;
- (6) Able to plan, develop, manage and evaluate important and complex programs.

SUBMIT APPLICATION TO:

E-mail: bkkrecruitment@state.gov

** Please do not attach a photo in an Application Form (DS-174) or resume. If your photo is attached, your application will not be considered.

CLOSING DATE FOR THE POSITION: May 24, 2012

FSN# 2012/46

Development Assistance Specialist (M&E)

OPEN TO: All Interested Candidates (Thai Citizens)

POSITION: Development Assistance Specialist (M&E), FSN-12

OPENING DATE: April 27, 2012

CLOSING DATE: May 24, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY: Ordinarily Resident (OR): FSN-12

The U.S. Embassy in Bangkok is seeking an individual for the position of Development Assistance Specialist (M&E) in the U.S. Agency for International Development/Regional Development Mission for Asia (USAID/RDMA)/ Program Development Office (PDO), located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serves as the Asia Regional Monitoring and Evaluation Officer and a senior Program Officer. S/he is the principal advisor on designing and implementing monitoring and evaluation (M&E) plans for RDMA technical offices, leads RDMA innovations and provides leadership, guidance, and support in M&E for USAID missions throughout Asia. The job holder also serves as principal advisor on implementing the U.S. Foreign Assistance Reforms and Automated Directives System (ADS) guidance in the area of strategy formulation, activity design, and performance monitoring and evaluation and as PDO facilitator on designated regional technical and country teams.

QUALIFICATIONS REQUIRED:

- (1) Master's Degree or its equivalent in post-graduate studies in social science, political science, sociology, economics, or in another field relevant to development studies, program evaluation, research and international programs; with a record of independent analytical work from either primary or secondary sources;
- (2) At least seven years of progressively responsible professional experience in the design, negotiation, management and implementation of development activities, with a focus on program monitoring and evaluation, or donor-assisted and with additional two years of managerial experience in project management;
- (3) Level IV (Fluent) speaking/reading/writing in English and Thai (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Must have through knowledge of the principles and best practices for monitoring, implementation modalities, impact assessment and evaluation of development projects and programs;

- (5) Must have comprehensive knowledge of operations, regulations, procedures and documents relating to strategic and program planning, activity design, impact assessment and monitoring & evaluation;
- (6) Able to plan, develop, manage and evaluate important and complex programs.

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