

Voucher Examiner (PSU) (T)

Voucher Examiner (PSU)

Physician

Human Resources Assistant (Diplomatic Accreditation)

Human Resources Assistant (Data Management)

Investigative Specialist

Chauffeur

Computer Management Assistant (Helpdesk) (T)

Computer Management Assistant (Helpdesk)

Political Specialist

Maintenance Man

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

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

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

OPEN TO: All Interested Candidates

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

OPENING DATE: July 27, 2012

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: July 27, 2012

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: Until filled

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:

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CLOSING DATE FOR THE POSITION: Until filled

FSN# 2012/73

Human Resources Assistant (Diplomatic Accreditation)

OPEN TO: All Interested Candidates

POSITION: Human Resources Assistant, FSN-7; FP-7

OPENING DATE: July 27, 2012

CLOSING DATE: August 9, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-7

Ordinarily Resident (OR): FSN-7

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

BASIC FUNCTION OF POSITION:

To process stay permits, re-entry permits, extension of stay permits, and diplomatic identification cards for all Mission Thailand American personnel. Duties include preparing documents and diplomatic notes; liaising with the low-mid level of Royal Thai Government officials (RTG) on the matters related to the privileges and immunities, work permits spousal employment; and act on behalf of personnel to communicate with the Immigration Division, clarifying any questions, requests or special assistance required by Thai officials.

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 college studies in human resources management, business administration, psychology, communication, history, liberal arts, social sciences, public administration or a related discipline;
- (2) At least two years of experience in a human resources, general administration or secretarial field;
- (3) Level VI (Fluent) in written and spoken Thai and Level III (Good working knowledge) in English (must provide a copy of valid TOEIC score of **600** or higher with application, or application will not be considered);

(4) Must have basic knowledge of Microsoft Office products including MS Word, MS Excel and MS PowerPoint;

(5) Must have advanced interpersonal skill, be able to well organize paperwork and documents and work independently under pressure.

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

PLEASE ATTACH A COPY OF TRANSCRIPT.

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CLOSING DATE FOR THE POSITION: August 9, 2012

FSN# 2012/74

Human Resources Assistant (Data Management)

OPEN TO: All Interested Candidates

POSITION: Human Resources Assistant, FSN-7; FP-7

OPENING DATE: July 27, 2012

CLOSING DATE: August 9, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-7

Ordinarily Resident (OR): FSN-7

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

BASIC FUNCTION OF POSITION:

Provide services to and interact with US Government employees, direct and local hires, dependents, Local Employed staff, contractors, Official Residence Expenses staff (ORE), and Expanded Professional Associates Program participants (EPAP). The assistant is responsible for a wide variety of HR customer service, administrative activities, personnel actions, correspondence and records maintenance.

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 college studies in human resources management, business administration, psychology, communication, history, liberal arts, social sciences, public administration or a related discipline;
- (2) At least two years of experience in a human resources, office administration or secretarial field;
- (3) Level III (Good working knowledge) in both Thai and English (must provide a copy of valid TOEIC score of **600** or higher with application, or application will not be considered);
- (4) Must have working knowledge of Microsoft Suite including Word, Excel, PowerPoint, Access and Outlook;
- (5) Must have excellent customer service skill, sensitivity to others' needs and well-organized skill.

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

PLEASE ATTACH A COPY OF TRANSCRIPT.

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CLOSING DATE FOR THE POSITION: August 9, 2012

FSN# 2012/75
Investigative Specialist

OPEN TO: All Interested Candidates

POSITION: Investigative Specialist, FSN-10; FP-5 (Step 5 thru 14)

(Management may staff the employee at a developmental level, FSN-9 or FP-5 (Step 1 thru 4), depending on the qualifications of the selected candidate)

OPENING DATE: July 20, 2012

CLOSING DATE: Until Filled

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-5 (Step 5 thru 14)

Ordinarily Resident (OR): Thai Baht 640,463 per annum (minimum starting salary)

The U.S. Embassy in Bangkok is seeking an individual for the position of Investigative Specialist in its U.S. Secret Service (USSS) located Millennia Building, Soi Laungsuan, Bangkok.

BASIC FUNCTION OF POSITION:

Conduct complex investigations in Thailand, Indonesia, Malaysia, Cambodia, Laos, Myanmar, Vietnam, East Timor and Singapore concerning criminal investigations regarding financial crimes, to include but not limited to counterfeit U.S. currency, credit card fraud, internet fraud and bank fraud. Maintain close liaison with high level government officials from the countries listed above. Conduct physical and advance protective functions throughout Thailand. Serve as an interpreter for USSS personnel, to include the translation of testimony in Thai criminal court.

QUALIFICATIONS REQUIRED:

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

- (1) Bachelor's degree in Political science, Law, Liberal Arts, Social Science, Business Administration, Economic, Management or Law Enforcement;
- (2) At least five years of progressively responsible experience in criminal, fraud, personnel security and/or counterintelligence investigations with police, military, or private agency in Thailand, or with a U.S. government agency;
- (3) Must be knowledgeable in protective techniques and is subject to the hazards associated with such assignments;

(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 a valid Thai driver's license (must provide a copy of valid Thai driver's license with application).

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: Until Filled

FSN# 2012/76

Chauffeur

OPEN TO: All Interested Candidates

POSITION: Chauffeur, FSN-3; FP-BB

OPENING DATE: July 20, 2012

CLOSING DATE: August 16, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-BB

Ordinarily Resident (OR): FSN-3

The U.S. Embassy in Bangkok is seeking an individual for the position of Chauffeur in its Transportation Security Administrative Office (TSA), located at GPF Building, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Drive official vehicle sedan in transporting personnel in support the office functions from various locations throughout the Bangkok and surrounding areas.

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 Primary school (Mathayom 3);

(2) Three years' experience as a professional chauffeur;

(3) Level II (Limited Knowledge) speaking/reading/writing 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 familiar with the Bangkok road system, local traffic laws and regulations, traffic pattern including location of Thai government offices;

(5) Basic knowledge of vehicle minor repair and maintenance is required;

(6) Must have 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:

Regional Human Resources Office
Attention: Recruitment
American Embassy, 120-122 Wireless Road, Bangkok 10330, Thailand
Fax: 02-205-4928
E-mail: bkkrecruitment@state.gov

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

** 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: August 16, 2012

FSN# 2012/77 (T)

Computer Management Assistant (Helpdesk)

OPEN TO: All Interested Candidates

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

OPENING DATE: July 20, 2012

CLOSING DATE: August 2, 2012

WORK HOURS: Full-time; 40 hrs/week

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 Computer Management Assistant (Helpdesk) in its Information Resources Management Office/Information System Center (IRM/ISC), located at GPF Witthayu Building, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serve as a key technical support provider, providing technical support to Bangkok and Chiang Mai staff on the use of computer system resources. Duties includes WAN, LAN, Server, Workstation and application trouble-shooting, and when necessary user training, as well as resolve telephonically or via remote diagnostic tools those calls that can be resolved without on-site intervention.

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) Bachelors' degree in Computer Science or a closely related field;
- (2) Two years of experience in IT service, administrative function or a related field;
- (3) Level III (Good working knowledge) in both Thai and English (must provide a copy of valid TOEIC score of **600** or higher with application, or application will not be considered);
- (4) Must be proficient in the operation, support and troubleshooting of the Microsoft Operating Systems and Office 2007 products i.e. Windows 2003 Server Active Directory, Exchange, Windows XP, Word, Excel, and PowerPoint.

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: August 2, 2012

FSN# 2012/77

Computer Management Assistant (Helpdesk)

OPEN TO: All Interested Candidates

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

OPENING DATE: July 20, 2012

CLOSING DATE: August 2, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-7

Ordinarily Resident (OR): FSN-7

The U.S. Embassy in Bangkok is seeking an individual for the position of Computer Management Assistant (Helpdesk) in its Information Resources Management Office/Information System Center (IRM/ISC), located at GPF Witthayu Building, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serve as a key technical support provider, providing technical support to Bangkok and Chiang Mai staff on the use of computer system resources. Duties includes WAN, LAN, Server, Workstation and application trouble-shooting, and when necessary user training, as well as resolve telephonically or via remote diagnostic tools those calls that can be resolved without on-site intervention.

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) Bachelors' degree in Computer Science or a closely related field;
- (2) Three years of experience in IT service, administrative function or a related field;
- (3) Level III (Good working knowledge) in both Thai and English (must provide a copy of valid TOEIC score of **600** or higher with application, or application will not be considered);
- (4) Must be proficient in the operation, support and troubleshooting of the Microsoft Operating Systems and Office 2007 products i.e. Windows 2003 Server Active Directory, Exchange, Windows XP, Word, Excel, and PowerPoint.

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: August 2, 2012

FSN# 2012/78
Political Specialist

OPEN TO: All Interested Candidates

POSITION: Political Specialist, FSN-10; FP-5 (Step 5 thru 14)

OPENING DATE: July 27, 2012

CLOSING DATE: August 9, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY:

Not Ordinarily Resident (NOR): FP-5 (Step 5 thru 14)

Ordinarily Resident (OR): FSN-10

The U.S. Embassy in Bangkok is seeking an individual for the position of Political Specialist in its Political Office located 120-122 Wireless Road, Lumpini, Pathumwan, Bangkok.

BASIC FUNCTION OF POSITION:

Serves as the Political Section's main security and military affairs specialist. Responsible for monitoring and analyzing all aspects of development of military, armed forces, police and security-related agencies. Performs duties through both access to Thai officials and other contacts and through personal substantive knowledge of Thailand security issues. Reporting and analysis to be used by senior Embassy personnel including the Ambassador, Deputy Chief of Mission, and various section/agency representatives. Also conducts end-use verification for controlled exports, human rights vetting, and researching and analyzing U.S.-Thailand's bilateral and multilateral issues.

QUALIFICATIONS REQUIRED:

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

- (1) Bachelor Degree in Political Science, Law, Military academy, History or International Affairs/ International Relations;
- (2) Five years' experience in military and security issues and/or political monitoring and reporting;
- (3) Level IV (Fluent) speaking/reading/writing in Thai and English (must provide a copy of valid TOEIC score of **855** or higher with application, or application will not be considered);
- (4) Ability to interpret and analyze military and security development and its implications and to prepare factual and analytical reports in English;
- (5) Must have extensive knowledge and understanding of Thai military, armed forces, police and security-related agencies, especially its structure, strategy and leadership.

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: August 9, 2012

FSN# 2012/79
Maintenance Man

OPEN TO: All Interested Candidates

POSITION: Maintenance Man, FSN-5; FP-9

OPENING DATE: July 27, 2012

CLOSING DATE: August 9, 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 Maintenance Man in its Facilities Management (FM,) located on the Wireless Road, American Embassy Bangkok.

BASIC FUNCTION OF POSITION:

To perform duties involved in full journeyman level in mechanical and welding trade, daily maintenance, repair and construction work of concrete floor, surfaces and pavements, 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:** All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. 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 vocational education or high school;
- (2) Three-year direct experience in maintenance, repair and installation of mechanical systems, masonry, or related fields;
- (3) Level 2 (Limited knowledge) of Thai and Level 1 (Rudimentary knowledge) of both written and spoken English (must provide a copy of valid TOEIC score of **250** or higher with application, or application will not be considered);
- (4) Ability to operate various hand tools, power equipment, and instruments;
- (5) Ability to drive and possess 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:

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CLOSING DATE FOR THE POSITION: August 9, 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:

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
