

Voucher Examiner (PSU) (T)

Voucher Examiner (PSU)

Program Management Assistant

Regional Computer Management Specialist (T)

Regional Computer Management Specialist

Medical Research Technologist (Not to Exceed 1 year) - 2 positions

Receptionist

Chief Financial Analyst

Financial Analyst (T)

Financial Analyst

FSN#2011/133 (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): US\$ 39,994 per annum (minimum starting salary)
(Position Grade: FP-7 to be confirmed by Washington)

Ordinarily Resident (OR): Thai Baht 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 Thai and English (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:

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

****PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED****

CLOSING DATE FOR THE POSITION: December 15, 2011

*“Effective January 1, 2012, Thai or Third Country National (TCN) candidates applying for jobs at the U.S. Mission to Thailand **are required** to include a copy of their official Test of English for International Communication (TOEIC) scores (standard listening and reading test) with their application*



FSN#2011/133

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): US\$ 44,737 per annum (minimum starting salary)
(Position Grade: FP-6 to be confirmed by Washington)

Ordinarily Resident (OR): Thai Baht 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 Thai and English (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, 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:

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

****PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED YOUR APPLICATION WILL NOT BE CONSIDERED****

CLOSING DATE FOR THE POSITION: Until filled

*“Effective January 1, 2012, Thai or Third Country National (TCN) candidates applying for jobs at the U.S. Mission to Thailand **are required** to include a copy of their official Test of English for International Communication (TOEIC) scores (standard listening and reading test) with their application.”*



FSN#2011/139

Program Management Assistant

OPEN TO: All Interested Candidates

POSITION: Program Management Assistant (PMA), FSN-8; FP-6

OPENING DATE: December 30, 2011

CLOSING DATE: January 12, 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 Program Management Assistant (PMA) in the Global AIDS Program (GAP) U.S. Centers for Disease Control and Prevention (CDC) Office, located at Soi Bamrasradura, Ministry of Public Health, Nonthaburi.

BASIC FUNCTION OF POSITION:

Serve as the principal and expert assistant to Public Health Administrative Management Assistant for the Global AIDS Program (GAP). Responsible for planning and executing the financial and administrative management functions of GAP and providing general oversight of GAP's cooperative agreements. Incumbent works under the general direction and supervision of the Public Health Administrative Management, with input from the Deputy Director, for GAP/Asia Regional Office.

QUALIFICATIONS REQUIRED:

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

- (1) A Bachelor's degree in Business Administration or management-related field of study is required;
- (2) Three years of working experience in program/financial management or administrative support activities;
- (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) Knowledge of computer software packages including word processing, Excel, and outlook is required.

SELECTION PROCESS:

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

Note: It is the Mission policy that hiring offices are encouraged to fill vacant positions from within if a qualified employee in the mission applies. However, hiring offices are not required to select an applicant from within the mission.

SUBMIT APPLICATION TO:

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

****PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED****

CLOSING DATE FOR THE POSITION: January 12, 2012



FSN#2011/141 (T)

Regional Computer Management Specialist

OPEN TO: All Interested Candidates

POSITION: Regional Computer Management Specialist, FSN-10 (Trainee)

OPENING DATE: December 30, 2011

CLOSING DATE: January 12, 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 Regional Computer Management Specialist in its Regional Information Management Center (RIMC) located at 95 Wireless Road, Bangkok .

BASIC FUNCTION OF POSITION:

Serves as a Regional Computer Management Specialist (RCMS) for all posts in East Asia Pacific (EAP)/ South and Central Asian Affairs (SCA) areas providing a wide range of computer and network support functions including hardware, software, training, telecommunications and local area network support.

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 Computer Science, Management Information System, Business and Administration, or Engineering; (2) Minimum of four years in positions of increasing responsibility, scope, and complexity in a computer management field with a definitive demonstrated ability to address computer network design, maintenance, troubleshooting, and operational issues; (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 hold certification in one or more of the following operating systems and applications such as Microsoft Certified Professional (MCP), Microsoft Certified Systems Administrator (MCSA), Microsoft Certified Systems Engineer (MCSE), Microsoft Certified Trainer (MCT), or CISCO Certified Network Professional; (5) Must have thorough knowledge of the art of systems analysis, systems applications and operating systems, computer hardware, software support and development, and network methodologies.

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:

Regional Human Resources Office

Attention: Recruitment

American Embassy, 120-122 Wireless Road, Bangkok 10330, Thailand

E-mail: bkkrecruitment@state.gov

Fax: 02-205-4928

PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED.

CLOSING DATE FOR THE POSITION: January 12, 2012

.....

FSN#2011/141

Regional Computer Management Specialist

OPEN TO: All Interested Candidates

POSITION: Regional Computer Management Specialist, FSN-11

OPENING DATE: December 30, 2011

CLOSING DATE: January 12, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY: Not Ordinarily Resident (NOR): FP-4
Ordinarily Resident (OR): FSN-11

The U.S. Embassy in Bangkok is seeking an individual for the position of Regional Computer Management Specialist in its Regional Information Management Center (RIMC) located at 95 Wireless Road, Bangkok .

BASIC FUNCTION OF POSITION:

Serves as a Regional Computer Management Specialist (RCMS) for all posts in East Asia Pacific (EAP)/ South and Central Asian Affairs (SCA) areas providing a wide range of computer and network support functions including hardware, software, training, telecommunications and local area network support.

QUALIFICATIONS REQUIRED:

NOTES: (1) All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. (2) For AEFMs, EFM 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 Computer Science, Management Information System, Business and Administration, or Engineering; (2) Minimum of five years in positions of increasing responsibility, scope, and complexity in a computer management field with a definitive demonstrated ability to address computer network design, maintenance, troubleshooting, and operational issues; (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 hold certification in one or more of the following operating systems and applications such as Microsoft Certified Professional (MCP), Microsoft Certified Systems Administrator (MCSA), Microsoft Certified Systems Engineer (MCSE), Microsoft Certified Trainer (MCT), or CISCO Certified Network Professional; (5) Must have thorough knowledge of the art of systems analysis, systems applications and operating systems, computer hardware, software support and development, and network methodologies.

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:

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

PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED.

CLOSING DATE FOR THE POSITION: January 12, 2012



FSN#2011/144

Medical Research Technologist (Not to Exceed 1 year) - 2 positions

OPEN TO: All Interested Candidates

POSITION: Medical Research Technologist (Not to Exceed 1 year), FSN-8; FP-6

OPENING DATE: December 30, 2011

CLOSING DATE: January 12, 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 Medical Research Technologist in its U.S. Centers for Disease Control and Prevention (CDC) Office, located at Soi Bamrasnaradura, Ministry of Public Health, Nonthaburi.

BASIC FUNCTION OF POSITION:

Serves as a Research Coordinator in the HIV Clinical Research Section, organizing, implementing, coordinating, and supervising activities of various medical studies on HIV/AIDS conducted by CDC in collaboration with the Ministry of Public Health, the Bangkok Metropolitan Administration, non-governmental organizations, universities, and/or private industry.

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 public health or biomedical science; (2) At least 3 years of experience in medical field or other public health program management, including technical experience with monitoring and evaluation for public health programs; (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 standard knowledge of computer software packages including word processing, spreadsheets, statistical packages, e-mail and graphics.

SELECTION PROCESS:

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

Note: It is the Mission policy that hiring offices are encouraged to fill vacant positions from within if a qualified employee in the mission applies. However, hiring offices are not required to select an applicant from within the mission.

SUBMIT APPLICATION TO:

Regional Human Resources Office

Attention: Recruitment

American Embassy, 120-122 Wireless Road, Bangkok 10330, Thailand

E-mail: bkkrecruitment@state.gov

Fax: 02-205-4928

****PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED****

CLOSING DATE FOR THE POSITION: January 12, 2012

FSN#2011/134

Receptionist

OPEN TO: All Interested Candidates (THAI Citizens)

POSITION: Receptionist, FSN-4

OPENING DATE: December 9, 2011

CLOSING DATE: January 12, 2012

WORK HOURS: Full-time; 40 hrs/week

SALARY: Ordinarily Resident (OR): FSN-4

The U.S. Embassy in Bangkok is seeking an individual for the position of Receptionist in the U.S. Agency for International Development/Executive Office (EXO) located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

Serve as the receptionist and first point of contact for telephone inquiries and office visitors. Duties include answering incoming calls, welcoming visitors, and directing them to appropriate staff and/or taking complete and accurate messages; maintaining correspondence logs; preparing reports and contact information into the database system; and assisting with support activities for special events, conferences and training programs.

QUALIFICATIONS REQUIRED:

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

(1) Completion of secondary school; (2) Three years experience in receptionist or clerical work in an English-speaking environment; (3) Level III (Good general working experience) speaking/reading/writing in English and Level IV (Fluent) in Thai (must provide a copy of valid TOEIC score of **600** or higher with application, or application will not be considered); (4) Must possess strong oral communication and effective team working skill; (5) Must have technical ability to define and understand telephone switchboard operation, basic function of microcomputers and a local area network, software applications i.e. MS Office, Excel, Word, Power Point, Outlook).

SUBMIT APPLICATION TO:

Regional Human Resources Office
Attention: Recruitment
American Embassy, 120-122 Wireless Road, Bangkok 10330, Thailand

E-mail: bkkrecruitment@state.gov
Fax: 02-205-4928

****PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED****

CLOSING DATE FOR THE POSITION: January 12, 2012

.....

FSN#2010/142

Chief Financial Analyst

OPEN TO: All Interested Candidates (THAI Citizens)

POSITION: Chief Financial Analyst, FSN-11

OPENING DATE: December 30, 2011

CLOSING DATE: January 12, 2012

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 Chief Financial Analyst in the U.S. Agency for International Development/Office of Financial Management Office (OFM) located at Athenee Tower, Wireless Road, Bangkok.

BASIC FUNCTION OF POSITION:

The incumbent is responsible for ensuring that financial analysis support is provided to the Regional Development Mission for Asia that includes programs in Thailand, Burma, Laos, Cambodia, China, and Tibet. In addition, he/she will provide financial analysis services to the independent USAID missions located in Vietnam and East Timor.

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 accounting and financial discipline with a Certified Public Accountant (CPA);
- (2) A minimum of seven years of progressively responsible experience in auditing, accounting, or financial analysis with at least three years of supervisory experience;
- (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;
- (5) Must possess managerial, analytical and decision-making abilities and

skills to effectively direct an efficient financial analysis operation; (6) Proficiency in the use of computer packages/applications such as Word, Excel, or equivalent Financial Management software.

SUBMIT APPLICATION TO:

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

DO NOT ATTACH PHOTO

****PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED****

CLOSING DATE FOR THE POSITION: January 12, 2012



FSN#2011/143 (T)

Financial Analyst

OPEN TO: All Interested Candidates (Thai Citizens)

POSITION: Financial Analyst, FSN-9 (Trainee)

OPENING DATE: December 30, 2011

CLOSING DATE: January 12, 2012

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:

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

****PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED****

CLOSING DATE FOR THE POSITION: January 12, 2012

.....

FSN#2011/143

Financial Analyst

OPEN TO: All Interested Candidates (Thai Citizens)

POSITION: Financial Analyst, FSN-10

OPENING DATE: December 30, 2011

CLOSING DATE: January 12, 2012

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:

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

****PLEASE DO NOT ATTACH PHOTO, IF YOUR PHOTO IS ATTACHED, YOUR APPLICATION WILL NOT BE CONSIDERED****

CLOSING DATE FOR THE POSITION: January 12, 2012

