

**EMPLOYMENT OPPORTUNITY**  
**ANNOUNCEMENT NUMBER: HNALL 12/08**  
*(Applicants who responded to Vacancy Announcement HNALL 11/52 do not need to reapply)*

- OPEN TO:** All Interested Candidates
- POSITION:** **Public Health Specialist (TB/HIV), FSN-11; FP-4\***  
(\*Position Grade: FP-4 will be confirmed by CDC Headquarters)
- OPENING DATE:** February 28, 2012
- CLOSING DATE:** March 20, 2012
- WORK HOURS:** Full-time, 40 hours/week
- LENGTH OF HIRE:** Long term. Actual filling of the position is contingent upon the availability of funds
- ANNUAL SALARY:** **US\$61,759.00** (Starting salary for a 40-hour work week) - applicable to:
- U.S. Citizen EFM; and
  - At least 18 years old; and
  - Listed on travel orders of direct hire Foreign Service, Civil service, or uniformed service members under Chief of Mission authority; and
  - Residing at the sponsoring employee's or uniformed service member's post of assignment abroad; and
  - Does not receive a Foreign Service or Civil service annuity.
- US\$53,003.00** (Starting salary for a 40-hour work week) - applicable to:
- Non-U.S. Citizen EFM, MOH with SSN number; or
  - U.S. Citizen EFM of Agencies or offices, or uniformed service members **NOT** under Chief of Mission authority; or
  - U.S. Citizen EFM who receives a USG retirement annuity or pension from a career in the U.S. Foreign Service or Civil Service; or
  - EFM hired under PSA mechanism; and
  - Residing at the sponsoring employee's or uniformed service member's post of assignment abroad.
- US\$15,130.75 (U.S. Minimum Wage)** - applicable to:
- U.S. Citizen employees who are not EFM, MOH listed above; and
  - Not holder of diplomatic passport; and is a local resident; and
  - Is subject to the host country employment and tax law; and
  - Has the required visa, residency permit and work permit in order to work legally in the host country.
- US\$22,127.00 (Position Grade: FSN-11- Starting salary)** - applicable to:
- A host country national or foreign national, who is not a U.S. citizen, nor a family member, MOH of a direct hire Foreign Service, Civil service, or uniformed service members under Chief of Mission authority; and
  - Is subject to the host country employment and tax law.

The Embassy of the United States of America in Hanoi is seeking an individual for employment for the position of Public Health Specialist (TB/HIV) in its Centers for Disease Control and Prevention (CDC).

**NOTE: ALL APPLICANTS WHO ARE NOT FAMILY MEMBERS OF U.S. GOVERNMENT AGENCIES OR OFFICES UNDER/NOT UNDER CHIEF OF MISSION'S AUTHORITY MUST HAVE REQUIRED WORK AND RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.**

**BASIC FUNCTIONS OF THE POSITION**

Incumbent of this position will serve as the Tuberculosis (TB) Medical Services lead for CDC/President's Emergency Plan for AIDS Relief (PEPFAR) Vietnam and key public health technical advisor to the official in charge of the organizational unit that is responsible for programs conducted in the area of Tuberculosis services (with a particular focus on TB/HIV services) and plays an essential role in developing Country Operational Plans

(COP), annual work plans and regular progress reports related to the delivery of TB services. The incumbent will be responsible for an active technical advisory role to the Ministry of Health and implementing partners, day-to-day program and administrative management, and coordination and collaboration with other PEPFAR agencies to ensure project implementation addresses program strategic objectives and U.S. and host government national and international public health standards and best practices. Both the advisory and managerial roles require public health technical leadership, results-oriented analysis, advocacy, and constant and clear communication with the Ministry of Health, other host government ministries, implementing partners, and non-governmental organizations (NGOs). The incumbent will also represent U.S. CDC in Vietnam on TB related issues at technical, policy and strategic planning meetings, including meetings with collaborators and donor agencies.

Please contact the Human Resources Office at 3850-5000 X5111 for further inquiries.

### **QUALIFICATION REQUIREMENTS**

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

**(1)** A Doctor of Medicine degree is required. **(2)** Must have at least three years of mid-to-senior level public health experience developing, implementing and evaluating TB, TB/HIV programs or other relevant HIV public health programs that involve coordination with an international agency or implementing partner. **(3)** Must have detailed knowledge of current TB and TB/HIV infectious disease issues, behavior change, counseling, care, testing and clinical interventions related to Tuberculosis and HIV treatment for co-infection; the host government health care system and structures including familiarity with Ministry of Health policies, program priorities and regulations. **(4)** Must have strong oral and written communications skills; managerial skills to operate independently with limited direct supervision of day-to-day activities and to lead results-driven project teams and workgroups. Ability to analyze, understand and discuss new program design, management and implementation approaches. Strong skills in interpretation of program monitoring and evaluation data are required. **(5)** Must demonstrate proficiency in word processing, spreadsheets, databases and other computer application (i.e. Microsoft Office, Excel, PowerPoint, etc.) (this will be tested). **(6)** Level 3 (Good working knowledge) Speaking/Reading/Writing English is required (this will be tested). Level 4 (Fluent) Speaking/Reading/Writing Vietnamese is required.

You may download the application form at [http://vietnam.usembassy.gov/job\\_opportunities.html#appforms](http://vietnam.usembassy.gov/job_opportunities.html#appforms). Paper copies are also available from the security guard main gate at the U.S. Embassy, 7 Lang Ha Street, Hanoi between the hours of 8:00 A.M. - 5:00 P.M., Monday through Friday.

### **ADDITIONAL SELECTION CRITERIA**

Please see post eligibility & qualification requirements on the bulletin board in Human Resources Office or on the Embassy website.

### **SUBMIT APPLICATION TO**

Human Resources Office  
U.S. Embassy Hanoi  
No. 7 Lang Ha, Dong Da, Hanoi  
Tel. 84-4-3850-5000  
FAX: 84-4-3850-5019

### **CLOSING DATE FOR THIS POSITION: MARCH 20, 2012**

(All applications must be received by the closing date to receive consideration. Only short listed applicants will be contacted for interviews. If you do not hear from us within 4 weeks from the closing date, your application was not successful.)