

EMPLOYMENT OPPORTUNITY
ANNOUNCEMENT NUMBER: HNALL 12/14

- OPEN TO:** All Interested Candidates
- POSITION:** **Public Health Specialist (Prevention), FSN-11; FP-4***
(*Position Grade: FP-4 will be confirmed by CDC Headquarters)
- OPENING DATE:** March 29, 2012
- CLOSING DATE:** April 12, 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 (Prevention) 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 Public Health Specialist for HIV/AIDS prevention and care programs implemented by Centers for Disease Control and Prevention (CDC) Global AIDS Program (GAP) in Vietnam. Reporting to the senior Public Health Specialist (Prevention) of HIV Prevention Branch in Hanoi, the incumbent will work within a team of program officers, each with a complementary specified geographic and technical focus. The incumbent will be responsible for developing, organizing, implementing, coordinating, and supervising activities supported by CDC/GAP

Vietnam in collaboration with Vietnam Ministry of Health (MOH)/Vietnam Administration for AIDS Control and Prevention (VAAC), Provincial Departments of Health, Provincial AIDS Centers, Vietnam Ministry of Labor, Invalids and Social Affairs (MOLISA), Non-governmental organizations and/or universities. The incumbent will also provide technical assistance, oversight, and management to projects and partners to accomplish these functions.

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) Master degree's in Public Health, Health Policy, Health Management, Epidemiology, Behavioral Sciences, Public Administration, or a related field is required. (2) Must have at least three years experience with governmental and/or non-governmental institutions in implementation and management of complex public health interventions with work experience in health development (chronic and/or infectious diseases) is required. (3) Must have thorough knowledge of the principles of public health programs and practice, including facility with research design concepts and basic statistical methods and procedures. Familiarity with HIV/AIDS situation and programs in Vietnam, plus current international standards best practices. Must have in-depth knowledge about the Vietnamese health system, including the administration and organization of personnel, resources, structures, and services from Ministry of Health through provincial health departments to the district levels and below. (4) Ability to work creatively and constructively with government health officials to develop feasible HIV/AIDS interventions suitable to local conditions and guide their implementation. Must have strong leadership skills; demonstrated grasp of skills and methods for program management, monitoring and evaluation of activities of similar scope and complexity; possess sensitivity and maturity to deal appropriately with HIV issues; ability to work closely and effectively with persons at all levels of the public health system. Must be able to prepare oral and written reports in English for senior-level international scientific audiences. (5) Level 4 (Fluent) 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. 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: APRIL 12, 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.)