



American Embassy

Subdivision 694/Stand 100,
Kabulonga District, Ibex Hill Road
P.O Box 31617, Lusaka District, 10101, Zambia

PUBLIC-PRIVATE PARTNERSHIP (PPP) SPECIALIST

The U.S. Embassy in Zambia invites applications from suitably qualified and experienced individuals to fill the position of Public-Private Partnership Specialist in the Mission's Executive (PEPFAR Coordination) Office.

CONDITIONS OF EMPLOYMENT

Full-Time (40 hours/week) based on the Embassy's Local Compensation Plan – FSN 10, with a salary ranging from ZK 173,658,312 to ZK 261,849,168 per annum or equivalent FP-5 with a salary range of \$56,323 to \$73,490 per annum.

MAJOR DUTIES & RESPONSIBILITIES

The incumbent is responsible for the development, coordination and evaluation of Public-Private Partnerships (PPPs) to leverage the impact of HIV and AIDS interventions in Zambia.. Main duties will include but are not limited to the following:

- Provides PPP technical leadership to the entire PEPFAR team (including State, CDC, USAID, Peace Corps and Defense). This includes identifying and implementing best practices in PPPs as developed by other PEPFAR country teams and PEPFAR Headquarters (HQ) taking into account country context.
- Assisting in budget planning and anticipated leverage exercises, providing expertise into contracting processes specific to PPPs, and evaluating the relative impact of the private sector in a given activity
- Market, coordinate and facilitate the external HIV and AIDS Public -private sector partnerships in Zambia; In addition, s/he will provide technical advice and expertise across the USG agencies as requested.
- The incumbent will be responsible for engaging the local private sector both in direct meetings and through local associations, including the Zambia Business Coalition on AIDS, Zambia Chamber of Commerce and Industry (ZACCI), the American Business Council and others.
- Facilitate the involvement of the private sector to enhance the impact of PEPFAR programs. Assisting Agencies to bring projects through the relevant agency contracting processes requires collaboration of the incumbent and the relevant technical area lead in developing Memorandums of Understanding, conducting due diligence and legal reviews and fulfilling PPP procurement requirements

REQUIRED QUALIFICATIONS

The successful candidate must address the following with specific and comprehensive information supporting each requirement:

- Master's degree in Public Health, Business Administration, Management, Social Policy, Public Administration, or related field is required.
- At least five years specific HIV and AIDS experience working in the private sector and/or government is required.
- Level IV (Fluent) written and spoken English and level III working knowledge of a common local language is required.
- Must have a thorough knowledge of the local business environment and corporate social responsibility practices. Should also have a good understanding of HIV and AIDS, public health and the multi-faceted

response of donors and the Government of Zambia ; Knowledge of the workings of the U.S. Mission in Zambia, PEPFAR, O/GAC in Washington, USAID, and CDC, Department of Defense and Peace Corps and local USG partners is required.

- Experience in highly complex implementation environments; demonstrated progressive levels of managerial responsibility; superior judgment in planning and carrying out key functions is required.
- Demonstrated superior written and verbal communication skills; prior experience in translating technical materials for a lay audience and ability to work effectively and constructively in a multi-cultural team, under significant performance pressures is required.

NOTE

All applicants who are not Family Members of USG employees officially assigned to post and Under Chief of Mission Authority must be RESIDING IN COUNTRY and have the required work and/or residency permits to be eligible for consideration.

The closing date for receiving applications is **June 10, 2011**. Only candidates meeting the above requisites should submit their applications including CVs and copies of certificates to: Human Resources Office, American Embassy, Corner of Independence and United Nations Avenues, P.O. Box 31617, Lusaka.

Only short listed candidates will be contacted.