

Vacancy Notice No: SEARO/09/TA284

Date: 14 December 2009

Title: Technical Officer - International Health Regulation (IHR) Port Health

Deadline for application : **8 February 2010**

Grade: P4

Duty Station: Bangkok Thailand

Contract type: Temporary appointment

Organization unit: SEARO Regional Office for the South East Asia (SE/RGO) / SE/CDS Department of Communicable Diseases (CDS) (SE/CDS) Disease Surveillance and Epidemiology (DSE)

Duration of contract: One year (extension possible subject to availability of funds)

## OBJECTIVES OF THE PROGRAMME :

To support national and regional capacity to implement respond and control emerging infectious diseases threats through strengthening core capacities requirements for designated airports, ports and ground crossings.

### Description of duties:

Under the overall guidance and supervision of DSE Delhi, and also under the supervision/collaboration of Medical Officer DSE Subunit in Bangkok, the incumbent will assume responsibility for the following:

#### A. Point of Entry related (50%)

To provide support in the efforts of SEAR Member States to strengthen national capacity related to Point of Entry (PoE) under the IHR

1. To assist SEAR Member States in the assessment of PoE (particularly designated PoE under IHR);
2. To coordinate with and assist SEAR Member States and relevant WHO offices in developing resources on PoE; and when available, accessing these resources, framework, guidelines, SOPs, training module and instruments for use of SEAR Member States;
3. Together with WCO, to assist SEAR Member States in capacity building activities related to PoE;
4. To document efforts and consolidate available materials to strengthen PoE by SEAR Member States and make them available in a designated repository

#### B. Knowledge Management related (25%)

To assist SEARO DSE and WHO offices in Thailand in managing knowledge assets and introduce practices that ensure use of these assets to get maximum return.

1. To develop and manage repositories of knowledge and make them accessible to the relevant staff/unit
2. To introduce easy-to-do practices in managing and sharing knowledge
3. To maintain and improve relevant websites/online materials, DSE Subunit Bangkok website, AI/HI/PP Guidelines website, EID toolkit, training websites.

#### C. Capacity Building related (25%)

To provide support in fostering the development of human resources in SEAR Member States for the implementation of IHR

1. To develop and assist in the development of pedagogic training modules and materials, toolkits relevant to IHR implementation related to core capacities requirements for designated airports, ports and ground crossing.
2. To assist in the creation of pool of trainers for IHR capacity building in SEAR Member States and assist in the conduct of trainings mainly in relation to Point of Entry
3. To assist in tabletop/simulation exercise facilitation in relation to IHR core capacities for designated airports, ports and ground crossings implementation

#### D. Others:

1. To assist in staff development and learning among staff of WHO offices in Thailand
2. Undertake any other duties assigned by the supervisor

3. The submission of Assignment Report at the end of the assignment is mandatory

## REQUIRED QUALIFICATIONS

### Education:

Essential: Advanced university degree in Medical, Biology or Veterinary Science or in Social Science or in Economics with postdoctoral experience.

Desirable: Degree in Medical, Biology or Veterinary Science or in Social Science or in Economics.

### Competencies:

1. Uses constructive criticism to improve performance;
2. Demonstrates a systematic and efficient approach to work
3. Actively seeks to apply new methods and technologies to improve work processes
4. Relates and works well with people of different cultures, gender and backgrounds
5. Creates opportunities for promoting synergies inside and outside the organization to improve outcomes
6. Speaks and writes clearly, adapting communication style and content so they are appropriate to the tasks

### Skills:

1. Planning capacities to provide appropriate public health emergency response and contingency plans
2. Conduct risk assessment to standardize classification of PoE according to IHR requirements
3. Develop appropriate training contents and methodologies for different target groups in PoE
4. Communicate effectively with external partners involved in the PoE management

### Other Skills (IT skills):

Excellent knowledge of MS Office applications and computer skills for making high quality technical documents including data analysis.

### Experience:

#### Essential:

1. At least 7 years of relevant experience including 3 years of international experience or 5 years of relevant international experience in the area of public health or management of public and private enterprises or management of Port of Airports
2. Relevant experience of working in developing countries in strengthening personnel capacities
3. Proven ability to liaise with local and central government authorities, private sector and national and international institutions

#### Desirable:

1. Experience working for WHO at national and regional levels
2. Experience working in countries of the Asia Pacific

### Languages:

Essential: Excellent knowledge of written and spoken English

Desirable: Good knowledge of another official WHO language

Annual salary: (Net of tax)

USD 64,521 + P.A. at single rate

USD 69,287 + P.A. with primary dependants

Post Adjustment: 45 % of the above figure(s). This percentage is to be considered as indicative since variations may occur each month either upwards or downwards due to currency exchange rate fluctuations or inflation.

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Online applications are strongly encouraged to enable WHO to store your profile in a permanent database. Please visit WHO's e-Recruitment website at: [www.who.int/employment](http://www.who.int/employment). The system provides instructions for online application procedures.

All applicants are encouraged to apply online as soon as possible after the vacancy has been posted and well before the deadline stated in the vacancy announcement.

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Applications from women and from nationals of non- and under-represented member states are particularly encouraged.

Any appointment/extension of appointment is subject to WHO Staff Regulations, Staff Rules and Manual. Only candidates under serious consideration will be contacted.

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### Currently accepting applications

Off-line applications should be sent to:

Regional Personnel Officer  
World Health Organization  
Regional office for South-East Asia  
I.P. Estate, Ring Road  
New Delhi 110 002.  
India  
E-mail: [perrec@searo.who.int](mailto:perrec@searo.who.int)



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