The Mission of WHO is the attainment by all peoples of the highest possible level of health

Vacancy Notice No: CAT 13 (WHE - 1)/ SSA  
Title: Communicable Diseases Officer (ROSTER)  
Date: 27 September 2018  
Deadline for application: 11 October 2018  
Duration of contract: Initially 12 months, with possibility of extension  
Contract type: Special Services Agreement (SSA)  
Level / Grade: SSA 8  
Organization unit: Country Office for Bangladesh

Objectives of the Programme:
To provide technical assistance to on prevention and control of communicable diseases in the refugee and host community – including, tuberculosis, malaria, hepatitis, HIV/AIDS, neglected tropical diseases, safe blood transfusion, antimicrobial resistance, amongst others close cooperation with local and national health authorities.

Job Description:
Under the overall guidance of the WHO Representative in Bangladesh and the Incident Manager, Cox Bazar and direct supervision of the Health Operations and Technical Expertise lead, the incumbent will serve as the focal point for prevention, control and management of communicable disease in the refugee camps (including host communities) and will perform the following duties:

1. Provide technical support in the area of infectious diseases, including, tuberculosis, malaria, HIV/AIDS, hepatitis neglected tropical diseases, antimicrobial resistance, amongst others and ensuring that the activities in this area are carried out efficiently and effectively.
2. Compile and evaluate a variety of data and information related to communicable disease outbreak; identify disease sources and provide recommendations concerning appropriate response to identified risks, and implementation of preventative measures and prepare reports.
3. Serve as a technical resource to the Government and partner agencies concerning communicable diseases in Cox’s Bazar; respond to inquiries and provide detailed and technical information concerning related, practices, procedures, issues, and measures.
4. Develop, implement and conduct a variety of community outreach activities concerning the prevention, diagnosis and treatment of communicable diseases; prepare and deliver presentations; compile, develop and distribute related informational materials.
5. Provide technical advice on all issues related to infectious diseases case management by critically reviewing, analysing and using evidence-based data for setting up or adapting case management tools, interventions and approaches.
6. Adapt the policy advice, standard operating procedures and guidelines on plans of action for improvements at the refugee camp setting for prevention and care of Communicable Diseases.
7. Develop and implement action plans for prevention and control of communicable diseases in high-risks groups and environments and recommend measures.
8. Liaise with national counterparts, donors, development partners (UN and bilateral), and WHO technical departments to harmonize recommendations and implementation of policies and strategies related to Communicable Diseases and resolve issues or concerns.
9. Ensure quality assurance and relevance of contractual engagements with partners and institutions and make recommendations regarding WHO’s support.
10. Participate as a resource person in training/orientation programmes in the related areas for capacity building. When delegated represent WHO at various meetings.
11. Perform any other related duties as assigned by the supervisor.

Required Qualifications:

Education:

Essential
- A Medical Degree (M.D) from a recognized university.

Desirable
- An advanced university degree in public health (MPH) or other relevant discipline.
Experience:

**Essential**
- At least 5 years of experience in the areas of communicable diseases.

**Desirable**
- Prior humanitarian work experience at field level with WHO, other UN agencies or INGOs and experience in emergency and refugee settings is advantageous.

**Additional Functional Knowledge and Skills:**
- Ability to collaborate with different institutions, organizations and personalities from the Government, NGO and private sectors, ability to work independently and creatively, willingness to travel;
- Ability to work in cross-cultural environment and in a team;

**Competencies:**
1. Teamwork
2. Respecting and promoting individual and cultural differences
3. Communication
4. Building and promoting partnerships across the organization and beyond
5. Producing Results

**Languages:**

**Essential**
- English language proficiency.

**Desirable**
- Knowledge of Bangla, Chittagonian, Rohingya.

**Computer Literacy:**
- Proficient in using computer software applications (MS-Office) to produce reports, prepare correspondences, composing emails and create multi-media presentations

**Annual Salary & others Benefits:**

**Annual Salary**
BDT 15,98,268/= to 19,90,536/=  

**Other Benefits**
WHO Offers locally competitive packages such as:
- Health Insurance; Accident and illness insurance;
- Annual Leave (18 days per year)
- Sick leave (12 days per year);
- WHO and Government Holidays

**NOTE:**
1) This vacancy notice is for ROSTER purpose. Qualified Candidates will be evaluated and interviewed should there be any future openings.

2) Applicants should send a brief Resume of their relevant experience, explaining reasons for being suitable of the activity, together with duly completed Personal History Form (PHF), Screening Questions, and scanned copies of educational certificates.

3) Please send your applications only via email to: sebanrecruitment@who.int The email and the attachment should not be exceeding 1MB. We regret that due to large volume of applications normally received, applications cannot be acknowledged individually.  

4) WHO Personal History Form (PHF) and detailed vacancy notice can be downloaded from: http://www.searo.who.int/bangladesh/about/employment/en/

5) A written test using computer and interview will be held only for qualifying candidates.

6) This vacancy is open to Bangladeshi Nationals (all genders) only. **Qualified female candidates are encouraged to apply**

"WHO is committed to workforce diversity”. “Any attempt to unduly influence on WHO’s selection process will lead to automatic disqualification of the applicant."
I confirm that my Personal History Form has been properly updated and that I am submitting my application for the vacancy mentioned above.

Yes ☐ No ☐

Kindly respond to the questions below to the best of your ability:

1. Do you smoke or use tobacco products?
   Yes ☐ No ☐

2. If you currently smoke or use tobacco products, would you continue to do so if employed by WHO? (If you responded No to the question above, answer No here)
   Yes ☐ No ☐

3. Do you have MBBS / Medical Degree?
   Yes ☐ No ☐ if yes, please specify .................................................................

4. Do you have an advanced university degree in public health (MPH) or other related discipline?
   Yes ☐ No ☐ if yes, please specify .................................................................

5. Do you have at least 5 years’ working experience in communicable diseases?
   Yes ☐ No ☐

6. Do you have prior humanitarian work experience at field level with WHO, other UN agencies or INGOs and experience in emergency and refugee settings?
   Yes ☐ No ☐

7. Do you have any close relative employed by WHO or other international organizations?
   Yes ☐ No ☐

I certify that the statements made by me in my personal profile are true, complete and correct. I understand that any false or misleading statement, or withholding relevant information, may provide grounds for the withdrawal of any offer of appointment or the termination of employment.

Date: ................................................. Full Name: ...........................................................

Place: ................................................. Signature: ..................................................