**The mission of WHO is the attainment by all peoples of the highest possible level of health.**

**Vacancy Notice No:** CAT-4 (HSS-16)/SSA  
**Date:** 19 October 2017  
**Title:** National Consultant - Planning, Monitoring & Reporting on Health Related SDGs  
**Application Deadline:** 8 November 2017  
**Duration of contract:** 12 months (with possibility of extension)  
**Contract type:** Special Services Agreement/ SSA - 8  
**Duty Station:** Dhaka, Bangladesh  
**Organization unit:** Country Office for Bangladesh

**OBJECTIVES OF THE PROGRAMME:**

The Fourth Five-year Health Sector Programme (2017-2022) is underpinned by the commitment of the government to safeguard and improve the health of all the population and establish more equitable access to health services. The 4th Sector Programme forms the foundation stone of the successive sector programmes for realizing the health targets of the SDGs by 2030. It articulates a set of objectives to move the country towards its goal of universal health coverage (UHC) by 2030. It recognizes important international initiatives and the need for alignment with national commitments; particularly those that are relevant to health and well-being, while building on the gains made towards achieving the MDGs.

The Prime Minister’s Office along with the General Economics Division (GED) of Bangladesh’s Planning Commission are coordinating and monitoring the progress of the sustainable development agenda through the “SDGs Implementation and Monitoring Committee”. The Planning Wing, Health Services Division (HSD) of the Ministry of Health and Family Welfare (MOHFW) is the focal point for monitoring and reporting on the progress of the health related SDGs and coordinating with GED, the Prime Minister’s Office and other relevant ministries.

The MOHFW is the lead ministry for SDG 3 and co-lead and associate ministry of several other health related goals. SDG 3 is relatively well-off in terms of measurable targets compared with most other goals. The importance of statistics in achieving the health related SDGs is critical—at the national and sub-national levels for choosing appropriate policy options by decision makers. Data and careful analysis are needed for appropriate decisions and planning as well as to foster accountability of implementers. Report cards may be used to measure progress towards achieving the health related targets and to ensure the accountability of government and other stakeholders for achieving SDG 3. Appropriate planning, monitoring, reporting and institutional coordination with different stakeholders in the health sector and beyond is crucial for effectively tracking the progress of the SDGs.

**PURPOSE OF THE ACTIVITY:**

The objective of this assignment is to provide technical support to the Planning Wing of HSD in the MOHFW on planning, monitoring and reporting progress of the health related SDGs in Bangladesh. The incumbent will work under the overall guidance of the Joint Chief, Planning Wing, HSD. S/he will work in close coordination with other parts of the MOHFW and related directorates and units; as well as other agencies related to health at the national level. The incumbent will be supervised by an assigned officer in the Health Systems Development Unit of the WHO Country Office.

**Summary of assigned duties:**

1. Support the preparation of the health related SDGs strategies in line with the national goals and targets of in the 7th Five Year Plan; the Fourth Five-year Health Sector Programme (2017-2022); and other national level planning documents;
2. Develop a health related SDGs Monitoring and Results Framework based on global health related SDG monitoring guidelines, the national SDG M&E framework and other national ones;
3. Assist Planning Wing in establishing the health related SDGs data depository, web-based data system in the Program Management and Monitoring Unit (PMMU); and develop as well as maintain a web-based dash board to produce graphical presentation of the health related SDGs status and trends of its progress;
4. Act as a knowledge manager under the Planning Wing for the health related SDGs materials required of the HNP sector reporting;
5. Coordinate gathering of relevant data (qualitative / quantitative and multiple data sources) and other information required for reporting as per the monitoring and results framework developed; and verify data gathered and provide
6. Lead the process on behalf of the Planning Wing of annual monitoring of achievement of results and targets for the health related SDGs and to the analysis of deviations, if any, between planned and actual results achieved;

7. Maintain close liaison with GED and the Socio-economic Infrastructure Division of the Planning Commission, Bangladesh Bureau of Statistics, other ministries, DGHS, DGFP and other agencies;

8. Assist the Planning Wing, HSD-MOHW to provide regular feedback to the GED of the Planning Commission, Prime Minister’s Office and other agencies on the performance of the health related SDGs monitoring;

9. Prepare profiles, policy notes, briefings, reports, etc. based on the monitoring findings;

10. Report to the WHO Country Office on a regular basis in cognizance with the Join Chief of Planning Wing, Health Service Division, MOHFW;

11. Carry out other relevant activities assigned by the Joint Chief/WHO supervisor

**REQUIRED QUALIFICATIONS**

**Education:**

**Essential:**
- Bachelor’s degree from a recognized university, preferably in economics or statistics or social science or health science or any related field; and
- post-graduate degree in economics, statistics, development studies, public health, health information system or similar field

**Desirable:**
- Specialized training on health related policy, planning, monitoring & evaluation
- Specialized training on Universal Health Coverage and Health Systems Strengthening
- Specialized training on data analysis and management
- Specialized training on health information system and research

**Experience:**

**Essential:**
- At least 10 years’ experience in planning, monitoring, evaluation and reporting in the social development sector, including at least 5 years work experience with data analysis and reporting.

**Desirable:**
- Work experience in the health sector at the national level
- Work experience with health related data analysis and reporting
- Work experience with developing and maintaining dashboards and infographics for visual presentation of data
- Work experience in developing monitoring and or results frameworks
- Experience of working with international organizations

**Functional Knowledge and Skills:**
- Excellent understanding of the SDG goals, targets and indicators and reporting mechanisms;
- Very good knowledge of the national 7th Five Year Plan (2016-20) and of health sector programmes and plans;
- Excellent understanding of national level health or health related surveys; e.g. Household Income and Expenditure Survey, Demographic Health Survey, MultipleIndicator Cluster Survey, etc.;
- Very good knowledge of the Health Management and Information System (HMIS);
- Strong ability to analyze quantitative and qualitative data;
- Strong ability to draft high quality reports (produced independently and under pressure);
- Ability to interact with and advise government counterparts on technical areas;
- Ability to establish harmonious working relationships as part of a team;
- Ability to maintain a high standard of personal conduct;
- Excellent knowledge of written and spoken English

**Competencies:**
- Teamwork;
- Respecting and promoting individual and cultural differences;
- Communication (writing and oral);
- Moving forward in a changing environment;
- Building and promoting partnerships across the organization and beyond;
Languages:
- Excellent knowledge of Spoken and Written English and Bengali

Computer Literacy:

**Essential:** Must have good expertise on MS Word, MS Excel, MS Power Point, and statistical software packages.

**Annual Salary & others Benefits:**

**Annual salary range:** BDT 1,598,266.00 to 1,990,533.00

**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, Compensatory Time Off

**NOTE:**
1. A Personal History Form (PHF) can be downloaded from [http://www.searo.who.int/bangladesh/about/employment/en/](http://www.searo.who.int/bangladesh/about/employment/en/).
2. Applicants should submit a brief resume of their relevant experience, explaining reasons for being suitable of the post, together with completed PHF, screening questions, and scanned copies of educational certificates. **The email and the attachment should not be exceeding 1 MB.**
3. Please send your application via email to sebanrecruitment@who.int.
4. A written test using computer and interview will be held only for qualifying candidates.
5. We regret that due to large volume of applications normally received, applications cannot be acknowledged individually.
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.”

**WHO has a smoke-free environment and does not recruit smokers or other tobacco users**
VERIFICATION OF DATE AND PLACE OF APPLICATION TO VACANCY

You are submitting your application for the following vacancy:
National Consultant - Planning, Monitoring & Reporting on Health Related SDGs
Contract Type: Special Services Agreement, Level SSA-8
Ref: CAT- 4 (HS)/ SSA

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. Bachelor’s degree from a recognized university, preferably in economics or statistics or social science or health science or any related field; and
   Yes □ No □

4. post-graduate degree in economics, statistics, development studies, public health, health information system or similar field
   Yes □ No □

5. At least 10 years’ experience in planning, monitoring, evaluation and reporting in the social development sector, including at least 5 years work experience with data analysis and reporting.
   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:
.................................................................