**Vacancy Notice No:** WR/INO/18/07 – SSA (Bandung)

<table>
<thead>
<tr>
<th><strong>Title:</strong></th>
<th>National Consultant – Provinces HIV/STI Programme Officer</th>
<th><strong>Duty Station:</strong></th>
<th>Provincial Health Office (PHO) Bandung, West Java</th>
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<tbody>
<tr>
<td><strong>Post No.:</strong> (GSM Position No)</td>
<td>N/A</td>
<td><strong>Organizational Location:</strong></td>
<td>WHO Country Office – Indonesia, Jakarta</td>
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<tr>
<td><strong>Grade:</strong></td>
<td>Level C (SSA – technical function)</td>
<td><strong>Duration:</strong></td>
<td>12 months</td>
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<td><strong>Contract type:</strong></td>
<td>National Consultant (Special Service Agreement - SSA)</td>
<td><strong>Annual salary:</strong></td>
<td>In accordance with WHO salary scale for Technical Function at C Level step 1</td>
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*WHO has a smoke-free environment and does not recruit smokers or other tobacco users.*

**OBJECTIVES OF THE PROGRAMME:**

To provide technical support to province and districts for the expansion of sustainable, decentralized and integrated service delivery models that address the prevention and care treatment cascade of services for HIV, including TB-HIV collaborative activities and prevention of mother-to-child transmission (PMTCT) and STIs services within the framework of Universal Health Coverage.
SUMMARY OF ASSIGNED DUTIES:

Under the direct supervision of (Technical Officer – HIV, STIs & Hepatitis), and broad guidance of the (WHO Representative to Indonesia), the incumbent will work and in compliance with project guidelines in the assigned district/province listed as below.

- **West Java, Banten and provinces in Sumatera**

In the context of WHO Country Office - Indonesia’s Intensified Support and Action in Countries (ISAC) for HIV Control Programme as Public Health intervention, the set of roles and responsibilities will apply primarily for HIV activities but will also cover technical support to HIV, STI and Hepatitis prevention programme following the National Health Priority.

1. **Upstream activities**
   - Advocate to the provincial and district authorities to provide quality comprehensive package HIV and STI services adapted to the local condition/context.
   - Advocate the active participation and empowerment of community in service delivery activities, in line with the GERMAS and family approach (PIS-PK);
   - Provide support and technical input to the Province Health Office and District Health Office on HIV-related issues, policies, and strategies including advocacy to all related stakeholders at province, district, and village level as appropriate;
   - Establish and maintain close contacts with various stakeholders and relevant partners at provincial and particularly at district level with respect to HIV prevention, care, support and treatment.

2. **Downstream activities**
   - Provide technical guidance and build capacity of the local government staff to develop sustain HIV programme (“Fast Track” and “LKB” strategy) and Triple EMTCT plan.
   - Assist PHO on monitoring the HIV (including TB-HIV and PMTCT) cascade as required to meet the NAP target.
   - Facilitate activities related to HIV and STI services expansion, linkages, intensification of HIV testing, STI screening among key populations, PMTCT/triple EMTCT, HIV treatment initiation and monitoring, TB-HIV, and facility based data collection;
   - Provide technical support in improving data completeness and timeliness as well as data quality through HIV AIDS and STI information system (SIHA) to be used as evidence for decision makers at local level;

3. **Knowledge management**
   - Document results of programme implementation, evaluation, and lesson learned as appropriate.
   - Package existing and new evidence for capacity building and advocacy purposes as appropriate.

4. **Other duties**
   - Ensure timely reporting on progress, gaps/challenges and potential solutions to PHO, MOH and WHO
   - Undertake any other tasks/duties as assigned by supervisor(s).
EDUCATIONAL QUALIFICATIONS, EXPERIENCE, ETC.

<table>
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<tr>
<th>Competencies:</th>
<th>1. Teamwork</th>
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<td></td>
<td>2. Respecting and promoting individual and cultural differences</td>
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<td></td>
<td>3. Communication</td>
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<td>4. Producing results</td>
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<td>5. Moving forward in a changing environment</td>
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<td>6. Knowing and managing Yourself</td>
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**Functional Knowledge and Skills:**
- Excellent Communication skills (both written and spoken);
- Good analytical skills;
- Ability to work independently in different environments and multi-task effectively;
- Good presentation and inter-personal skills.

**Education Qualifications:**

**Essential:**
- University degree in Medicine or Public Health and/or related Medical fields.

**Desirable:**
- Post-graduate degree in Community Medicine, Public Health, or related fields.

**Experience:**

**Essential:**
- At least seven (7) years of public health experience after Graduation (Post graduation will count as experience)

**Desirable:**
- Experience in public health/program management and/or experience of working in the HIV, TB, or other communicable diseases control programme.
- Familiarity with government planning, budgeting, and administrative regulations.
- Good organization and managerial skills.

**Languages:**
- Excellent knowledge of written and spoken English and working knowledge of local language will be an asset.

**Other Skills (e.g. IT):**
- Work is performed in normal working environment;
- Database management skills, epidemiology
- Ability to prepare routine administrative paperwork
LATE APPLICATIONS WILL NOT BE ACCEPTED

Note:

1. The applicants should submit one copy of WHO Personal History Form (PHF).
2. The applicants should submit a brief summary giving details of relevant work experience and qualifications. Vacancy Notice number should be mentioned on the application and separate applications are required for more than one vacancy.
3. Applicants from the United Nations or Specialized Agencies should apply through their Personnel Officers, and should attach completed personal history forms.
4. Applications should be addressed to the WHO Country Office (Attention: Human Resources Unit - Recruitment) at Dr Adhyatma Building, Ministry of Health, Block A – 6th Floor (Room No. 602), Jl. HR Rasuna Said Blok X-5 Kav. 4-9, Jakarta 12950 and seinorecruitment@who.int
5. A written test, using computer, will be held for the short-listed applicants. The performance in written test will decide applicant’s eligibility to appear in the interview. *WHO does not cover any expenses related to participation in tests and/or interviews*
6. The shortlisted candidates will be contacted only if under serious consideration.
7. WHO is committed to workforce diversity
8. WHO does not recruit smokers
9. Please contact the Human Resource Unit (Recruitment), WCO Indonesia, Jakarta, for any further details.
10. We only accept applications from nationals of Indonesia. Please REFRAIN from applying if you are not a national of Indonesia.