Vacancy Notice No: WR/INO/18/14 – SSA

Title: Surveillance Coordinator for Papua & West Papua

Duty Station: Jayapura - Papua Provinces, Indonesia (One position)

Post No.: (GSM Position No) N/A

Organizational Location: WHO Country Office – Indonesia, Jakarta

Grade: Level C.IX (SSA – technical function)

Duration: 12 (twelve) months

Contract type: Special Service Agreement (SSA)

Annual salary: In accordance with WHO Salary Scale for SSA (technical function at level C.IX – IDR 23,752,583 per month)

WHO covers flight tickets of shortlisted candidate for participation in the written test & interview

WHO has a smoke-free environment and does not recruit smokers or other tobacco users.

OBJECTIVES OF THE PROGRAMME:

Reoccurrence of polio in a polio free country is a public health emergency of international concern (PHEIC). An outbreak of polio has been declared in Papua New Guinea after a polio case of circulated vaccine derived polio virus (cVDPV) was reported. The onset of this index case was in April 2019. By the end of November 2018, there have been 25 cases in 9 provinces and 2 contact specimens confirmed to be positive for cVDPV1, and all cases have related each other.
Papua is the most eastern province in Indonesia. It has a direct border with Papua New Guinea. In the border area of the two countries, people move back and forth very easily as traditional border crossers. This situation puts risk of disease transmission if one area of these countries is affected by a communicable disease like polio.

Indonesia in general, and Papua province in particular, should make all efforts to protect its population against the spread of polio by increasing population immunity against polio and increasing sensitivity of Vaccine Preventable Disease (VPD) with priority to Acute Flaccid Paralysis (AFP) surveillance. Competent and eligible experts under Special Service Agreement (SSA) will be assigned to support the Ministry of Health in high risk districts in Papua and West Papua provinces to reach those two goals and give technical assistance to district health facility immunization and surveillance staff in planning, implementing, monitoring and evaluation of polio eradication program.

**SUMMARY OF ASSIGNED DUTIES:**

Under the direct supervision of District Surveillance, Immunization Officer and broad guidance of the Technical Officer – EPI, the incumbent will be based in Jayapura, Papua and provides supports by performing the following specific duties:

1. Technical support to Papua province health office, West Papua province health office and Jayapura district health office to commit and strengthen their supports for Polio eradication activities and advocacy to key stakeholders
2. Coordinate and monitor district consultants and visit in providing technical assistant to their respective district health office
3. Compile, analyze and submit weekly report of district consultant activities to Province Health Office (PHO) and WHO team
4. Assist PHO and District Health Office (DHO) to analyze data on VPD surveillance with priority to AFP surveillance and routine immunization and provide corrective action based on the data analysis; and provide regular feedback to the PHO, DHO and the WHO team; and
5. Review priorities the reporting units which are potential in finding the AFP cases
6. Support district surveillance and immunization officer to strengthen AFP surveillance through hospital and community-based surveillance, and routine immunization program specifically monitor Oral Polio Vaccine (OPV) and Inactivated Polio Vaccine (IPV) coverage collaboration with DHO and puskesmas staff, local chapter of Indonesian Pediatric Society (Ikatan Dokter Anak Indonesia/IDAI), Indonesian Medical Association (Ikatan Dokter Indonesia/IDI) and Indonesian Midwives Association (Ikatan Bidan Indonesia/IBI).
7. Identify new health facilities which are potential to find AFP cases, including traditional healers/ / traditional birth attendants (TBA)/informers.
8. Conduct Hospital Record Review (HRR) in major hospitals in assigned districts on regular basis.
9. Assist province and district surveillance staff in case finding, case investigation, reporting, 60-days follow up, Outbreak Response Immunization (ORI) and specimens transporting of AFP cases.
10. Mapping of underserved population or pockets of low immunization coverage and develop strategies to provide immunization services through high quality microplanning.
11. Monitor Routine Immunization session and assist in implementing defaulter tracking and conducting Drop Out Follow Up (DOFU).
12. Ensure the completeness and timeliness of routine reporting, including zero reporting of VPD surveillance specifically AFP surveillance.
13. Submit a detail final report at the end of the assignment.
**EDUCATIONAL QUALIFICATIONS, EXPERIENCE, ETC.**

<table>
<thead>
<tr>
<th>Competencies:</th>
<th>1. Teamwork</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2. Respecting and promoting individual and cultural</td>
</tr>
<tr>
<td></td>
<td>3. Communication</td>
</tr>
<tr>
<td></td>
<td>4. Producing results</td>
</tr>
<tr>
<td></td>
<td>5. Moving forward in a changing environment</td>
</tr>
</tbody>
</table>

**Functional Knowledge and Skills:**
Managerial and good communication skills; analytical skills to identify critical issues and good writing skills; knowledge and skills in implementing immunization campaign specially measles and Rubella Campaign, routine EPI and VPD control, surveillance of communicable diseases; ability to work independently and in team setting

**Education Qualifications:**

| Essential: |
| University degree in medicine or a health-related subject from a recognized university or its equivalent qualification |

| Desirable: |
| NA |

**Experience:**

| Essential: |
| At least 3 years’ experience in public health program implementation preferably in Immunization and VPD Surveillance |

| Desirable: |
| Previous experience of working in Papua/ West Papua, Health related program in INGO, NGO |

**Languages:**
Expert knowledge of reading, writing and speaking in Bahasa Indonesia and English. Local language of Papuan is an advantage.

**Other Skills (e.g. IT):**
Work is performed in normal working environment. Computer literacy: Proficient in the use of Microsoft Office applications and email
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 Human Resources/Personnel Officers and should attach completed Personal History Forms (PHF).
4. Applications should be addressed to the WHO Country Office (Attention: Human Resources Unit - Recruitment) at 5th Floor, GAMA Tower, Jl HR Rasuna Said Kav. C-22 Jakarta 12940 - Indonesia, Telephone: +6221-5204349 / Fax: +6221-5201164 / www.searo.who.int.Indonesia 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 (Recruitment) Unit, 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.