VACANCY NOTICE NO. WCO/MMR/2017/26

Issue Date: 08 August 2017
Closing Date: 22 August 2017

**Type of Contract:** Special Services Agreement

**Title:** National Technical Officer

**Position:** One position

**Duty Station:** WHO Country Office, Yangon

**Organizational Location:** WHO Country Office, Myanmar

**Duration:** Four months (with possibility of extension)

**MAIN DUTIES TO BE PERFORMED**
Under the overall guidance of the WHO Representative to Myanmar, and direct supervision of the Medical Officer-IVP Unit and the responsibilities of the incumbent are:

1. Provide assistance to Medical Officer – IVP, in planning, implementing, training, supervision and monitoring of IVP responsible activities in view of skill transfer in this collaborative area.
2. Perform with supervision to implement in violence and injury prevention and care, especially in injury surveillance and gender base violence prevention and care and ensure timely activity reporting to WHO, in view of contributing to the greater goal of Universal Health Coverage.
3. Applying guidelines, rules and procedures and perform assigned duties such as assisting upon the programme in the absence of Medical Officer.
4. Assist to Medical Officer – IVP in liaison with senior government officials and other stakeholders.
5. Support the University of Public Health and sentinel hospital with regular collection of surveillance data as well as other relevant data injury related, and be familiar with relevant indicators and targets in the Sustainable Development Goals.
6. Ensure timely submission of surveillance data to University of Public Health.
7. Assist to Medical Officer – IVP in meeting and other trainings and workshops.
8. Supervise to modified trauma registry cum injury surveillance sentinel hospital, in data processing and quality control and analysis of the situation.
9. Performed any other related duties as required.
10. Submit an assignment report.

**EDUCATIONAL QUALIFICATIONS, EXPERIENCE, ETC.**

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<th>Knowledge &amp; Skills</th>
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<tr>
<td>Adequate knowledge on data analysis and interpretation from combined data source</td>
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<td>Computer operating and presentation skills, working knowledge of Word, Power point, Excel and SPSS</td>
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<th>Knowledge &amp; Skills</th>
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<tr>
<td>Postgraduate degree in public health, training in injury prevention and care</td>
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<th>Education</th>
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| Experience | Minimum five years working experience in public health with involvement in injury related data management and research as well as monitoring/evaluation of activities |
LATE APPLICATIONS WILL NOT BE ACCEPTED

Note:
1. Applications should be addressed to the Administrative Officer (Attn: Personnel-Recruitment Unit), World Health Organization, No. 403 (A1), Shwe Taung Kyar Street, Bahan Township, Yangon. Vacancy Notice number should be mentioned on the application.

2. All applicants should submit **WHO PHF form with recent photograph attached along with the forwarding letter for the position.** Envelopes should be super scribed on the left hand top corner “Application for the position of National Technical Officer (NTO), IVP Unit, against Vacancy Notice WCO/MMR/2017/26”.

3. External applicants should include in their application a brief resume giving details of relevant work experience and qualifications.

4. Staff member applicants, including temporary staff, should submit the completed WHO Personal History Form (PHF).

5. No travel / transport expenses will be reimbursable for attending test / interview.

6. WHO is committed to workforce diversity.

7. WHO does not recruit smokers.

8. Please contact the Personnel-Recruitment Unit, World Health Organization, No. 403 (A1), Shwe Taung Kyar Street, Bahan Township, Yangon for any further details.

Local (Myanmar) nationals only are eligible to apply for this position. WHO has a smoke free environment.

The email address for this purpose is semmrhrvns@who.int.

**Distribution: All UN agencies and International NGOs.**

www.searo.who.int/myanmar