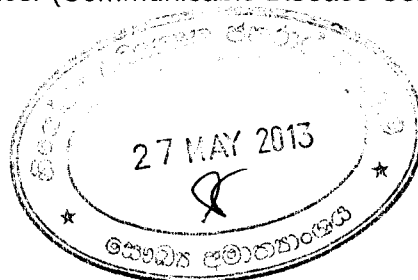


VACANCY NOTICE No. WCO-SRL 2013/2

ISSUE DATE : 22 May 2013

CLOSING DATE : 21 June 2013

Title : National Professional Officer (Communicable Disease Control)
Grade : NO.C
Position No. : 152772
Duty Station : Colombo
Contract Type : Fixed-Term
Duration : 2 years



OBJECTIVES OF THE PROGRAMME:

1. To provide technical and operational support to Ministry of Health and other partners in planning, implementation, monitoring and evaluation of communicable disease prevention and control activities
2. To support national counterparts, donors, development partners and academic institutions in the identification of priority areas for communicable disease interventions and research activities
3. To support public health activities and programmes aimed at achieving health/ communicable diseases related MDGs and beyond
4. To coordinate support from donors and development partners, during public health events of global and regional significance under IHR (2005) and humanitarian crisis

DESCRIPTION OF DUTIES

Under the supervision and guidance of the WHO Representative, and the technical and policy guidance from SEARO, the selected candidate will carry out the following duties:

1. Supporting in updating and planning of the strategies and interventions/ activities of the national programmes for communicable disease control
2. Providing technical support for timely implementation, monitoring and evaluation of activities/ interventions of the national programmes for communicable disease control
3. Supporting identification of vulnerable/ risk groups and target populations for communicable disease control activities
4. Providing support for / conducting situational analysis, measurement of protective and risk factors, development of locally adapted tools for monitoring & evaluation and research for communicable disease control
5. Collaborating with institutions/ agencies in the study of impact and cost-effectiveness of communicable disease control activities and use the study results for strengthened implementation
6. Identification of solutions for improved programme management and implementation, and analyzing the lessons learned for successful implementation of future programmes on communicable disease control
7. Coordinating with partners and NGOs in programme implementation, and support to the Government in mobilization of resources for communicable disease control especially in crisis situation

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8. Preparing project/ programme documentation and participate in programme reviews and evaluation
9. Preparing proposals and budgets in conjunction with other country team members for donor assistance in compliance with WHO/ donor procedures and guidelines
10. Ensuring appropriate documentation of activities in the areas of responsibility for transparency and future inspection/ audit
11. Performing other relevant duties as may be assigned

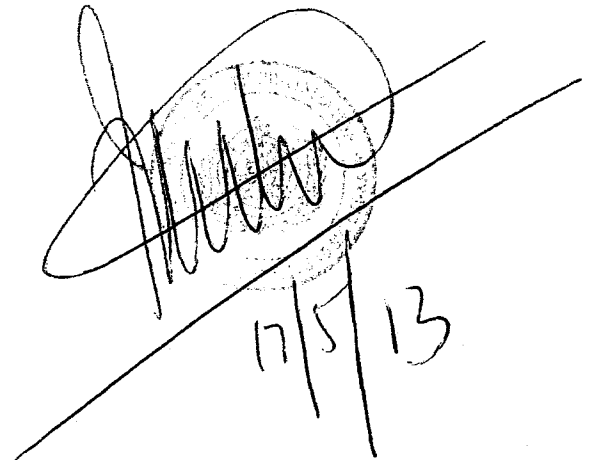
FUNCTIONAL SKILLS AND KNOWLEDGE

Competencies	<ol style="list-style-type: none"> 1. Communicating in a credible and effective way 2. Producing results 3. Fostering integration and teamwork 4. Ensuring the effective use of resources
Functional Skills & Knowledge	<p>Should have technical and managerial competence in communicable disease epidemiology, prevention and control; knowledge and expertise in training, statistical analysis, planning, monitoring and evaluation of interventions, and in development of locally adapted tools and instruments for communicable disease prevention and control; ability to make evidence-based decisions on implementation of interventions; leadership qualities; skills in interacting with a variety of health professionals and proven capacity in establishing harmonious relationship with government institutions, partners and donors.</p>
Education	<p>Essential – Medical degree with postgraduate qualification in public health/ epidemiology Desirable – MD in Public Health / Community Medicine</p>
Experience	<p>Essential : At least 5-7 years of experience at the national level in communicable disease control Desirable : Working experience in public health at international level / UN system along with research experience in Communicable Diseases</p>
Languages	<p>Excellent knowledge on spoken and written English and working knowledge on local languages</p>
Other Skills (eg: IT)	<p>Proficient in Microsoft Office & Statistical Packages. Training in Oracle-based or other ERP systems is an asset</p>

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Note :

1. Applicants should submit a brief resume of their relevant experience and educational qualifications and give reasons for being suitable for the post. Latest passport size photograph should also be attached.
2. WHO Staff members should submit application on form WHO 824E together with WHO Personal History Form.
3. Applicants from the United Nations or Specialized Agencies should apply through the Personnel Officers of their Organization, and attach completed Personal History Form.
4. Applications in original should be sent to World Health Organization, 226 Bauddhaloka Mawatha, Colombo 7, and must be received at WHO Office latest by 21 June 2013. Please mark the "Post applied for the post of National Professional Officer (Communicable Disease Control)" on the top left hand corner of the envelope.
5. A written test of the short-listed applicants will be held for this post. Candidates are expected to write answers by using computers. The performance in written test will decide applicant's eligibility to appear in the interview.
6. External candidates will be contacted only if under serious consideration.
7. WHO is committed to workforce diversity.
8. Please note that smoking is banned on WHO premises.



A handwritten signature is written over a circular stamp. Below the signature, the date "17/5/13" is written. Two diagonal lines cross the signature and date area.