

VACANCY NOTICE NO. 2020/06

Issue Date: 29 July 2020

Closing Date: 12 August 2020 -
1400hrs

Title	Programme Coordinator (Leprosy)	Duty Station	Male', Maldives
Contract Arrangement and type:	SSA	Organizational Location	Ministry of Health/Health Protection Agency
Grade	SSA 4/2	Duration	16 months

MAIN DUTIES TO BE PERFORMED:

Work under the direct supervision and guidance of Director, Environment Health Division;

- Implementing activities to reach zero leprosy in the Maldives
- Implement the concept of "leprosy free islands" in Maldives for moving forward in reaching Zero Leprosy Status in the Maldives
- Strengthen and monitor the ongoing leprosy surveillance along with other NTDs
- Plan and coordinate Zero leprosy related missions
- Assess the extent of achievement of national leprosy strategy targets
- Develop a referral system for all inhabited islands to sustain leprosy services and to detect all cases and treat them with multi-drug therapy (MDT)
- Coordinate data collection, analysis and prepare reports
- Develop and disseminate factual/accurate and appropriate messages on leprosy
- Engage communities in designing interventions and awareness campaign
- Coordinate with Leprosy Technical Advisory Group and other key stakeholders to implement activities
- Support the works carried out in elimination program and other programs.

EDUCATIONAL QUALIFICATIONS, EXPERIENCE, ETC.

Competencies	1) Fostering, Integration and Teamwork, 2) Respecting and Promoting individual and cultural differences, 3) Communicating in a Credible and effective way, 4) Producing Results, 5) Time Management
Educational Qualifications	Required: Bachelor's Degree in public health/health sciences or related field Strong interpersonal skills and experience in the management and coordination of programs/projects Desirable: Management and coordination experience will be an added advantage
Experience	Required: Should have at least 1-year office work experience in project management; Ability to plan, prioritize and deliver quality services on time. Desirable: Have experience in coordination and implementing projects and campaigns

Computer Literacy	Able to operate MS-office packages (Outlook Email, Word, Excel, PowerPoint)
Languages	Proficient in Spoken and Written English and Dhivehi

LATE APPLICATIONS WILL NOT BE ACCEPTED

Note:

1. Applicants should submit a brief resume of their relevant experience and other qualifications along with national ID and give reasons for being suitable for the post, using the WHO Personal History Form (PHF). Applicants may contact the WHO Country Office for the PHF or download it from the website <http://www.searo.who.int/maldives/about/employment>.
2. Application, marked "Confidential" should be submitted to the WHO Country Office for Maldives, 6th Floor, Roashanee Building, Sosun Magu, Male', in the PHF form as stated in 1 above. Applications can also be submitted through e-mail to: semav_vacancy@who.int with the subject as "Application for the post of "Programme Coordinator (Leprosy)"
3. Date and time of the written test and interview will be communicated to the shortlisted candidates separately. Recruitment process time is approximately 1 month.
4. This vacancy is for nationals of the Republic of Maldives only.
5. Monthly salary: MVR11,362.00.
6. WHO is committed to workforce diversity.
7. WHO has a smoke-free environment and does not recruit smokers.
8. Please contact WHO Country Office, Male', Republic of Maldives, for any further details.