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secretary@health.gov.lk

09/07/19

Post of National Consultant - Communicable Diseases Control - NO-A

From : RAGEL, Kumudini Henrietta <ragelk@who.int> Thu, Jul 04, 2019 04:26 PM
Subject : Post of National Consultant - Communicable Diseases Control - NO-A 3 attachments

To : office@slma.lk, secretary@health.gov.lk, dghs@health.gov.lk, aludowyke@gmail.com, secretaryccpsl@gmail.com

Cc : DORJI, Thinlay <dorjit@who.int> NIEVERAS, Olivia Corazon <nieveraso@who.int>



Dear Sirs,

It would be much appreciated if you could please share this vacancy announcement among your networks.

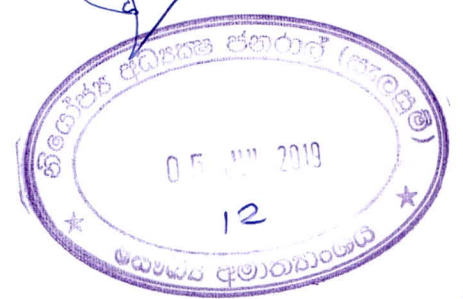
Please also fill in the attached Personal History Form along with the CV.

Thank you.

Kumudini
HR Focal Point

Kumudini Ragel
Programme Associate
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Colombo, Sri Lanka
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*D/In. Health
M. Adewale*



- VN - National Consultant - Communicable Disease Control.pdf**
1 MB
- PHF - Blank.doc**
203 KB



**World Health
Organization**

Sri Lanka

VACANCY NOTICE

The Mission of WHO is the attainment by all peoples of the highest possible level of health

Vacancy Notice No: WCO-SRL-2019/04

Date: 4 July 2019

Title: National Consultant – Communicable Diseases

Deadline for application : 18 July 2019

Contract type: Special Services Agreement

Grade: - NO-A

Duration of contract: Initially 12 months (may be extended)

Organization unit: Country Office for Sri Lanka

Purpose of the SSA :

The selected candidate, will interact and work with national counterparts, donors, development partners and academic institutions, for provision of technical and operational support for prevention and control of communicable diseases within the framework of the Country Cooperation Strategy (CCS) and the Global Plan of Work of WHO, by supporting the Government of Sri Lanka (GOSL) in formulation, implementation and evaluation of national health policies, strategies and plans, aiming to ensure attainment of universal health coverage and contribute to global and regional public health priorities and the terms of reference for the specific assignment

Objectives of the Consultancy:

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 universal health coverage and communicable diseases related SDGs and beyond

Job Description:

Under the overall guidance of the WHO Representative to Sri Lanka, the selected candidate will perform his /her duties within the framework of the Country Cooperation Strategy and the terms of reference for the specific assignment. As an expert in the field of communicable diseases, the selected candidate is expected to take evidence-based decisions and provide technical support for activities related to communicable diseases. She/ He has to represent the organization in forums related to communicable diseases involving national counterparts, donors, development partners, academic institutions and civil society.

Summary of Assigned Duties (Describe what the incumbent has to do to achieve main objectives):

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 to achieve communicable disease control / elimination goals
2. Providing technical support for timely implementation, monitoring and evaluation of activities/ interventions of the national programmes for communicable disease control

3. 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
4. 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
5. Identification of solutions for improved programme management and implementation, and analyzing the lessons learned for successful implementation of future programmes on communicable disease control
6. 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
7. Preparing project/ programme documentation and participate in programme reviews and evaluation
8. Preparing proposals and budgets in conjunction with other country team members for donor assistance in compliance with WHO/ donor procedures and guidelines
9. Ensuring appropriate documentation of activities in the areas of responsibility for transparency and future inspection/ audit
10. Performing other relevant duties as may be assigned

Recruitment Profile:

Education:

Essential

MBBS with postgraduate qualification in Public Health/Epidemiology/Community Medicine

Experience:

Essential

At least 5 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

Language Skills:

- Excellent written and spoken English, fluency in Sinhala or Tamil.

Competencies:

- Producing results
- Teamwork
- Respecting and promoting individual and cultural differences
- Communicating in a credible and effective way
- Ensuring effective use of resources

Annual Salary & others Benefits:

Annual Salary

- Annual salary will be based on UN Salary Band

Others Benefits

WHO Offers locally competitive packages such as:

- Health Insurance; Accident and illness insurance;
- Annual Leave (30 days per year)
- Sick leave (7 days per year);
- WHO Holidays

Special Requirement

- Availability to start work on 1 August 2019.

NOTE:

- 1) Qualified Candidates will be evaluated and interviewed.
- 2) Applicants should send a brief **Resume** of their relevant experience, explaining reasons for being suitable of the activity, together with duly completed **Personal History Form (PHF) and scanned copies of educational certificates.**
- 3) Please send your applications only via email to: ragelk@who.int
- 4) We regret that due to large volume of applications normally received, applications cannot be acknowledged individually.
- 5) This vacancy is open to all Sri Lankan Nationals (all genders). **Qualified female candidates are encouraged to apply**

."WHO is committed to workforce diversity". "Any attempt to unduly influence WHO's selection process will lead to automatic disqualification of the applicant."



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

A handwritten signature in black ink, appearing to read 'Razia Pendse' with the number '417' written below it.

Dr Razia Pendse
WHO Representative to Sri Lanka

3 July 2019



Attach recent photograph here	<p style="text-align: center;">IMPORTANT</p> <p>Please answer each question completely. Type or print in dark ink. All relevant information should be included on this form, but if necessary additional pages of similar size may be attached. You may be requested to supply documentary evidence supporting the statements below. Do not attach any such documents now.</p> <p>If your qualifications meet the Organization's needs, this form will be retained in our active files for two years. Please keep us advised of any changes in address during this period.</p>	Do not write in this space Date received:
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1 Family name (surname)	First/other names	Title	Sex	Maiden name if any	
Present nationality	Date of birth:	Day	Month	Year	Place and country of birth
Has your nationality ever been changed or is it in the process of being changed?	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (explain)				
Address to which correspondence should be sent			Telephone/Mobile		
			Fax		
			e:Mail		

2 For what type(s) of work do you wish to be considered?	If you apply for a vacancy announcement state no. or reference
Check period(s) of employment you would accept	<input type="checkbox"/> Fixed-term (one year or more) <input type="checkbox"/> Temporary (less than one year)
Employment by an international Organization may require assignment and travel to any area. If you have any disabilities or reservations which may restrict your activities in this respect, give details. Employment is subject to medical examination.	

3 EDUCATION Give full details in chronological order. Give the exact name of the institution and title of degrees/certificates in the original language. Exclude primary/secondary school if you have a university degree or equivalent. Include courses and postgraduate studies in your professional or related field and all training and qualifications in teaching/learning methodology.				
From Month/year	To Month/year	Institution (name, place)	Certificates, degrees obtained	Main field(s) or subject(s) of study

4 LANGUAGE AND COMPUTER SKILLS					
Mother tongue:	For languages other than mother tongue, enter appropriate number from code below to indicate level of your language knowledge:				
CODE	Languages	Read	Write	Speak	Understand
1 Limited conversation, reading of newspapers, routine correspondence.					
2 Engage freely in discussions, read and write more difficult material.					
3 Speak, read and write (nearly) as in mother tongue.					
List computer skills	For clerical positions only: Indicate speed in words per minute				
	English		French	Other languages	
	Typing				
	Shorthand				

5 EMPLOYMENT RECORD Starting with your present or most recent post, list in reverse order positions held.
Attach additional pages if necessary.

PRESENT OR MOST RECENT EMPLOYMENT

5.1 Period (Month/Year)		Total annual professional income		Exact title of your post/duty station
From	To	Starting	Most recent	
Give details of substantial allowances or fringe benefits (if any)				Number and type of employees supervised by you, if any
Name and address of employer				Name and title of supervisor

Reason for wishing to change employment

Description of your duties and responsibilities

Have you any objections to our making inquiries of your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you now in Government employ? <input type="checkbox"/> Yes <input type="checkbox"/> No
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If you are offered an appointment, how soon thereafter can you report for duty?

5.2 Period (Month/Year)		Total annual professional income		Exact title of your post/duty station
From	To	Starting	Final	
Give details of substantial allowances or fringe benefits (if any)				Number and type of employees supervised by you, if any
Name and address of employer				Name and title of supervisor

Reason for leaving

Description of your duties and responsibilities

5.3 Period (Month/Year)		Exact title of your post/duty station	Number and type of employees supervised by you, if any
From	To		
Name and address of employer		Name and title of supervisor	
Reason for leaving			
Description of your duties and responsibilities			

5.4 Period (Month/Year)		Exact title of your post/duty station	Number and type of employees supervised by you, if any
From	To		
Name and address of employer		Name and title of supervisor	
Reason for leaving			
Description of your duties and responsibilities			

5.5 Period (Month/Year)		Exact title of your post/duty station	Number and type of employees supervised by you, if any
From	To		
Name and address of employer		Name and title of supervisor	
Reason for leaving			
Description of your duties and responsibilities			

6 Length of stay at present place of residence	in country	Marital status		
	in city	<input type="checkbox"/> Single	<input type="checkbox"/> Married	<input type="checkbox"/> Divorced
		<input type="checkbox"/> Single	<input type="checkbox"/> Widow(er)	<input type="checkbox"/> Separated

7 Give names of spouse and any dependants

Name	Date of birth	Relationship	Name	Date of birth	Relationship

Give details of any near relatives who are employed by WHO or other international organizations.

Name	Relationship	International Organization

8 If you have ever been found guilty of the violation of any law (except minor traffic violations) give full particulars

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9 REFERENCES List three persons not related to you who are familiar with your character and qualifications. Do not repeat names of supervisors listed under AEmployment record.

Name	Full address (telephone, fax, e:Mail if known)	Occupation, business, title

10 State any additional skills and relevant facts which might help to evaluate your application

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If you are now holding or if you have held a fellowship, state place, date and duration of fellowship, and by whom awarded.

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Can a copy of your personal history form be transmitted to:

other UN Org. national govt. (including yours) other

- ATTACH LIST OF YOUR SIGNIFICANT PUBLICATIONS OR PAPERS IN YOUR PROFESSIONAL FIELD AND NAMES OF JOURNAL, ETC. IN WHICH THEY APPEARED (DO NOT ATTACH THE PUBLICATIONS THEMSELVES).

-ATTACH LIST OF PROFESSIONAL SOCIETIES OF WHICH YOU ARE A MEMBER AND ACTIVITIES IN CIVIL, PUBLIC OR INTERNATIONAL AFFAIRS

11 I certify that the statements made by me on this form are true, complete and correct. I understand that any false statement or required information withheld may provide grounds for the withdrawal of any offer of appointment or the cancellation of any contract of employment with the Organization.

Date and place _____ Signature _____

Home address (if different from address as given on page 1)	Telephone/Mobile
	Fax
	e:Mail