



**SOLICITATION NUMBER:** 7261124R10011  
**ISSUANCE DATE:** May 15, 2024  
**CLOSING DATE/TIME:** June 16, 2024 at 23:59 pm (Lusaka Time)

**SUBJECT: Solicitation for a Cooperating Country National Personal Service Contractor (CCNPSC Local Compensation Plan)**

Dear Prospective Offerors/Applicants:

The United States Government, represented by the U.S. Agency for International Development (USAID) in Zambia, is seeking applications from qualified persons to provide personal services under contract as described in this solicitation.

Offers/Applications must be in accordance with **Attachment I** of this solicitation. Incomplete or unsigned offers/applications will not be considered. Offerors/applicants should retain copies of all offer materials for their records.

At USAID, Diversity, Equity, Inclusion, and Accessibility (DEIA) is a priority, and we are greater than the sum of our parts. When we integrate DEIA into our programs, policies, partnerships, and people, we are better able to understand and meet the needs of those we serve worldwide. We will evaluate all offerors based on the stated evaluation criteria. We encourage all individuals, including those from disadvantaged and under-represented groups, to respond to the solicitation.

This solicitation in no way obligates USAID to award a PSC contract, nor does it commit USAID to pay any cost incurred in the preparation and submission of the offers/applications.

Any questions must be directed in writing to the Point of Contact specified in the Attached I.

Sincerely,

/s/

Summer Tucker  
**Contracting Officer**  
USAID/Zambia

**I. GENERAL INFORMATION**

1. **SOLICITATION NO.:** 7261124R10011
2. **ISSUANCE DATE:** May 15, 2024
3. **CLOSING DATE AND TIME FOR RECEIPT OF OFFERS/APPLICATIONS:** June 16, 2024, at 23:59pm Lusaka time
4. **POINT OF CONTACT:** Human Resource Office, e-mail at [exozambiahr@usaid.gov](mailto:exozambiahr@usaid.gov)
5. **POSITION TITLE:** Deputy Health Office Director
6. **NUMBER OF VACANCIES:** One (1)
7. **SALARY/MARKET VALUE:** Grade FSN-13 equivalent to basic rate of ZMW 698,355.00 – ZMW 1,117,359.00 per year, plus other benefits in accordance with **AIDAR Appendix J** and the Local Compensation Plan of USAID/Zambia. Final compensation will be negotiated within the listed market value.
8. **PERIOD OF PERFORMANCE:** Maximum of five (5) year's total contract duration. The services provided under this contract are expected to be of continuing nature executed by USAID through a series of sequential contracts, subject to need for continued services, satisfactory job performance and availability of funds.
9. **PLACE OF PERFORMANCE:** Lusaka, Zambia with possible travel as stated in the Statement of Duties.
10. **ELIGIBLE OFFERORS/APPLICANTS:** This is a Cooperating Country National ("CCN") position. CCN means an individual who is a Zambian citizen, or a non-Zambian citizen lawfully admitted for permanent residence in the cooperating country.
11. **SECURITY LEVEL REQUIRED:** Public Trust

**12. STATEMENT OF DUTIES****General Statement of Purpose of the Contract:**

The Deputy Health Office Director will serve as one of three Deputy Office Directors for the USAID/Zambia Health Office. The incumbent will report directly to the Health Office Director. The Specialist will directly supervise the Health Systems Strengthening (HSS) and the Decentralized Division Chiefs and will provide technical oversight and managerial support to the divisions. S/he is responsible and accountable for the work of both of these divisions. Together, the two divisions include 20 staff, of which 19 are Foreign Service Nationals (FSNs) and one is a Third Country National Personal Services Contractor.

The incumbent will have a lead role as an interlocutor for USAID/Zambia with officials of key entities of the Government of the Republic of Zambia (GRZ), including, but not limited to, the Ministry of Health, the Ministry of Finance and National Planning, and the Ministry of Local Government and Rural Development. S/he is also expected to significantly increase the Health Office's engagement with the Ministry of Local Government and Rural Development once the RGZ Decentralization Plan rolls out in support of the USAID Decentralized Division's work at provincial and district levels.

The incumbent will also engage closely with high-level Zambian governmental officials at both the national, provincial, and district levels to ensure the success of USAID/Zambia's objectives for the HSS and Decentralized Divisions. S/he will also represent USAID/Zambia in the Zambia Cooperating Partners (CP) Group, a forum comprised of bilateral donors, representatives of multilateral agencies, and select nongovernmental organizations. The Specialist will oversee implementation of the Health Systems Strengthening Division and the Decentralized Division activities to ensure achievement of the intended results and will technically advise and guide both Divisions' Agreement Officer Representatives/Contract Officer Representatives (AOR/CORs).

**Statement of Duties to be Performed:****Technical and Programmatic Leadership**

- The Specialist will be the most senior Cooperating Country National (CCN) position in the USAID/Zambia Mission, requiring a seasoned and highly experienced individual, with exceptional leadership, management, organizational, technical, writing/editing, diplomatic, and interpersonal skills. S/he will oversee strategy and planning functions for both the Health Systems Strengthening and the Decentralized Divisions' budgeting and accounting. S/he will oversee the two divisions' work in monitoring, evaluation, and learning; supply chain; and overall program implementation.
- As a subject matter expert, the Specialist will advise on and backstop USAID/Zambia's development assistance activities in two key divisions of the USAID/Zambia Health Office portfolio: the Health Systems Strengthening (HSS) and the Decentralized Divisions, both of which work in all technical areas of the Health Office portfolio. S/he will oversee activities within these two sectors by reviewing and analyzing program performance and financial data, while providing guidance on health partnerships with key Zambian governmental entities, USG leaders across the interagency, and other key health sector counterparts.
- The Specialist will assist the Health Office Director in formulating, coordinating, and managing strategy, policies, concepts, procedures, guidelines, and models for establishing program activities in health systems strengthening and within the five provinces of the Decentralized Division. S/he will analyze constraints to development, both sector-wide and country-specific, and recommend courses of action.
- The Specialist will serve as a senior technical expert, contributing the design and planning for a broad range of health system strengthening and population/health/nutrition activities. This will include identifying opportunities for building health partnerships with district-level GRZ officials, as well as with other public and private health sector players. S/he will participate in the formation of policies and guidelines to further health system strengthening at both national and provincial levels. S/he will also advise on policies and guidelines relevant to the health activities of the five decentralized provincial offices in their respective geographic areas. S/he will coordinate and oversee program and new activity development and implementation, while tracking implementation progress, and monitoring performance of both the health systems strengthening and decentralized division's activities.
- As the most senior CCN professional in the Health Office, the Specialist will advise the Health Office and Mission leadership, Health Office technical team members, and Health Office project managers on important aspects of USAID programming processes. This will include analyzing the effects of U.S. legislation and GRZ policies, strategies, and priorities on USAID/Zambia's development assistance program objectives. S/he will identify constraints and develop approaches for the USAID Health Office to mitigate the constraints. S/he will also track Congressional directives, earmarks and multiple funding sources which have a significant bearing on annual funding allocations to ongoing and new activities in the Mission's portfolio, and guide and oversee preparation of program documentation related to the above. When budget changes occur, s/he will make recommendations to the Health Office and USAID/Zambia Mission management and USAID/Washington to improve the USAID/Zambia Health Office program management and health activity outcomes.
- The Specialist will provide Health Office input for the long-term resource requirement section of the USAID/Zambia Mission and US Embassy Lusaka Integrated Country Strategy documents. S/he will provide Health Office input for the Mission's annual planning documents such as the Mission Resource Request (MRR), Congressional Budget Justification (CBJ), Mission Performance Plan and Report (PPR), the Health Implementation Plan (HIP), the Operational Plan (OP), the HIV Country Operational Plan (COP), and the Bureau Budget Submission. S/he will prepare health office justifications and rationales for the requested resources for submission to USAID/Washington, State and the Office of Management and Budget (OMB).
- The Specialist will lead and oversee the development, management, and assessment of her/his respective Health Systems Strengthening and Decentralized Divisions' portfolio activities in critical program areas such as private sector engagement, integration of primary health care, health partnerships and operations, strategic information and data analytics, and supply chain strengthening. S/he will participate and assist the development of plans and programs for technical assistance, capital assistance, and other activities within the health sector. The Specialist will lead strategic development, implementation, financial management, and monitoring and evaluation of USAID health programs that complement Government of the Republic of Zambia priorities. The Specialist will manage a broad range of key activities, including the development of in-depth analyses of existing programs and projects and make policy recommendations to strengthen USAID programs.
- The Specialist will conceptualize, design, document, and manage envisioned future activities of USAID/Washington centrally administered projects within the Health Systems Strengthening and Decentralized Divisions. USAID/Washington project activities may be targeted toward a specific Zambian county, province, or region, or they may be targeted to a specific development problem. In such cases, the Specialist will develop concept papers, project authorizations, and activity amendments in line with agency regulations and guidance. S/he will maintain effective communications with the AOR/CORs at USAID headquarters who are responsible for the centrally administered projects, to assure effective activity implementation at the Zambia in-country level.

- The Specialist will have a role in conceptualizing and operationalizing the Health Office's efforts to effectively advance localization. This will include contributing towards evolving Health Office strategies, partnership models, and program practices to achieve greater and more durable locally-led development outcomes.
- The Specialist will respond to taskers and urgent requests by the Front Office and the Embassy, delegating tasks to appropriate office technical experts/project managers. S/he will write briefers and strategic documents to support and provide input into the development of new programs and project activities.

### **Supervision and Management**

- The Deputy Health Office Director will serve as one of three Deputy Health Office Directors and support the Health Office Director to manage an office of 61 staff. The Specialist supports the Office Director in day-to-day management and oversight of Health Office technical programs, with direct responsibility for supervising, leading, and managing the HSS and Decentralized Divisions' respective health portfolios.
- The Specialist will directly supervise the HSS Division Chief and the Decentralized Division Chief, and will provide management oversight for two teams of 20 total staff of which 19 are FSNs and one is a Third Country National Personal Services Contractor. This oversight will include management of five FSN Senior Technical Advisors based in provincial offices.
- As a subject matter expert, the Specialist will guide the Health Systems Strengthening and Decentralized Division Chiefs in their supervision and oversight of their respective divisions' staff members. S/he will provide mentoring and guidance to newly hired staff within the two divisions. The Specialist will strengthen and mentor the HSS and Decentralized Division Chiefs in all aspects of health program design, development, and implementation activities. S/he will provide technical support and leadership to strengthen the skills of the two Divisions' teams in reporting and documentation, monitoring and evaluation, and budget and data analysis. Additionally, the Specialist will coach staff to set professional development goals, and will enable the Division Chiefs to identify relevant training opportunities to advance those goals and strengthen the overall USAID/Zambia Health Office team.
- The Specialist, together with the Health Office Director and the two other Deputy Office Directors, will manage internal Health Office operations, including development and implementation of the Health Office's personnel strategy, workforce planning, and recruitment of staff. Budget and resource planning, budget execution and reporting, establishing systems, and ensuring the office is responsive to strategic opportunities is a responsibility of the three Deputy Office Directors, under the direction of the Health Office Director.
- Should the Health Office Director and the other Deputy Health Office Directors be absent, the Specialist will take on an "Acting" Office Director role and, as such, productively engage with the Mission Director and Deputy Mission Director, as well as with USAID/Zambia support Office Directors. The Specialist would participate in senior leadership meetings and discussions, and represent the Health Office in external meetings and functions.

### **Strategic Coordination and Representation**

- The Specialist will serve as a key advisor on health-related donor coordination activities and policy forums. The Specialist will represent USAID/Zambia's Health Office to a wide range of stakeholders from the GRZ at the national, provincial, and district levels, as well as with research institutions, academia, and other development partners. S/he will also engage with the Zambia Health Cooperating Partners (CPs) group.
- The Specialist will collaborate with the Health Office Director and the other two Deputy Office Directors to strengthen the USAID/Zambia - Government of Zambia relationship in the health sector. S/he will support USAID/Zambia's engagement and coordination with senior-most government officials at national, provincial, and district government counterparts, while staying abreast of changes in host government and US processes and policies to keep the Health Office and USAID/Zambia Mission leadership informed.
- The Specialist will play a leadership role in coordinating, planning, and oversight of assigned USAID/Zambia activities with host government institutions, particularly in the Ministry of Health and Provincial Health Offices. S/he will foster health partnerships, when such partnerships are deemed of strategic importance to the USAID/Zambia Mission and to the Health Office. S/he may identify opportunities for collaboration or partnering with in-country health sector counterparts. The Specialist will also coordinate closely with USG Country Directors across PEPFAR agencies at post.
- The Specialist will liaise with counterparts in USAID regional and headquarters bureaus, on behalf of the USAID/Zambia Health Office, to contribute to development of agency-wide policies, strategies, performance indicators, assessments, and evaluations of programs. S/he will liaise directly, on an on-going basis, with USAID staff in the Bureau for Global Health and the Africa Bureau in Washington DC. S/he will help orient the USAID/Zambia health program to align optimally with USAID/W principles and program objectives.
- The Specialist will lead and guide the Health Systems Strengthening Division and Decentralized Division teams in their efforts to collaborate effectively with Ministry of Health officials at national and provincial levels, as well as with civil society organizations and other relevant health sector actors. Additionally, the Specialist will be a thought leader

for the health office in crafting approaches for advancing locally led development in line with USAID's global vision, with particular focus on public health sector systems.

**Supervision Received:** The Deputy Health Office Director reports to the Health Office Director. The incumbent will exercise a great deal of autonomy in directing the technical and programmatic work of the Health Office. The Health Office Director provides a review of assignments, the goals and objectives to be achieved, and the results expected. The Specialist will seek advice and assistance as required. Work is reviewed in terms of results achieved.

**Supervision Exercised:** Direct Supervision of two FSN Division Chiefs.

### 13. PHYSICAL DEMANDS

The work requested does not involve undue physical demands.

## II. MINIMUM QUALIFICATIONS REQUIRED FOR THIS POSITION

1. **Education:** An advanced or terminal degree in Public Health/MPhil, Social Sciences, Medicine, or related subjects is required.
2. **Prior Relevant Work Experience:** Minimum of ten (10) years of professional and progressively responsible experience in public health or a related sector is required, including demonstrated expertise in program design and management, monitoring and evaluation including data analysis, interpretation, and presentation with donor agencies, host-government organizations, or the private sector is required.

*To advance to the evaluation stage, applicants must meet the minimum qualifications above. Applicants who do not meet all the education and experience requirements are considered not qualified and will not receive further consideration.*

## III. EVALUATION AND SELECTION FACTORS

The Government may award a contract without discussions with offerors in accordance with [FAR 52.215-1](#). The CO reserves the right at any point in the evaluation process to establish a competitive range of offerors with whom negotiations will be conducted pursuant to [FAR 15.306\(c\)](#). In accordance with [FAR 52.215-1](#), if the CO determines that the number of offers that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the CO may limit the number of offerors in the competitive range to the greatest number that will permit an efficient competition among the most highly rated offers. The FAR provisions referenced above are available at <https://www.acquisition.gov/browse/index/far>.

### **Application Screening Process**

After the closing date for receipt of applications, all applicants will be screened for eligibility of minimum qualifications required in [Section II, item 1 and 2](#). If the application submitted fails to demonstrate minimum qualifications and/or is incomplete, the application will not be scored and will be marked unqualified. It is the responsibility of the applicant to provide all pertinent information that demonstrates their eligibility.

### **Evaluation Criteria/Factors**

A technical evaluation committee will be convened to review and rank applications that meet the minimum qualifications in accordance with the evaluation criteria/factors. The evaluation criteria/factors are used to determine the competitive range of qualified applicants (shortlist). Applicants must demonstrate how they meet each evaluation criteria outlined below ([Section III, item 1 to 3](#)) within the application's cover letter. Each application is evaluated strictly based on the information provided. The rating factors are as follows:

**I. Professional Experience (20 points)**

During application review stage, the TEC will evaluate relevant experience to the position using the factors below:

Minimum of ten (10) years of professional and progressively responsible experience in public health or a related sector is required, including demonstrated expertise in program design and management, monitoring and evaluation including data analysis, interpretation, and presentation.

At least five (5) years of experience in development assistance or related work with donor agencies, host-government organizations, or the private sector is required. At least one (1) year of this experience must have been in a supervisory capacity. Demonstrated experience in strategic planning, working on policy issues and policy formulation, providing technical leadership, engagement with the host government, and program management in a complex and highly sensitive environment is required. Experience in maternal, newborn and child health, nutrition, family planning/reproductive health, and/or HIV/TB; working with NGOs; and familiarity with the GRZ public health system is required.

**2. Technical Expertise and Job Knowledge (30 points):**

Top ranking applications with the most relevant experience into position, will proceed to take the technical written test to evaluate their technical expertise and job knowledge based on the factors below:

The Specialist must have a thorough knowledge of Government of Zambia health, population and nutrition strategies, policies, and development programs. Must have a thorough knowledge of health program design, implementation, monitoring and evaluation, data collection and analysis, along with a good understanding of supply chain issues and principles. Advanced knowledge of Zambian health sector issues, and health programs in Zambia is required. The Specialist must have substantial knowledge and understanding of the organization and respective roles of the different levels of the Zambian government to enhance effective communication, and to develop consensus on health program/project strategy and implementation plans.

The Specialist must have a good knowledge, or the potential to quickly acquire such knowledge, of US Government legislation, policy, and practice relating to development assistance. S/he must also quickly learn USAID programming policies, regulations, procedures, and documentation, and those of non-state actors in Zambia (i.e. multilateral and bilateral health partners and donors, civil society and faith-based organizations, and private sector).

**3. Competencies (Skills and Abilities) (50 points):**

Further, top ranking applicants will with the most relevant experience and technical expertise and job knowledge, will be interviewed to evaluate their skills and abilities including interpersonal skills:

Demonstrated diplomatic and leadership skills with strong oral and written communication abilities at senior management levels are required. Ability to analyze, understand, and discuss new technical developments and approaches at national and provincial level is required. Experience in health program management and implementation is required. Ability to lead project teams and workgroups and to develop effective working relationships with national and international partners is required.

Ability to provide complex explanations, effectively facilitate meetings, and make oral presentations to senior officials and partners in multi-cultural contexts is required. The work requires strong writing and computer skills with ability to produce concise and clear technical and financial reports.

The ability to exercise tact in highly complex settings is required. The candidate must be capable of working independently, prioritizing, and managing several activities simultaneously. Ability to prepare written reports and statistical tables and presentations, and to use standard computer programs: word processing, spreadsheet and presentation software. The ability to draft factual and interpretive reports covering complex subject matter is required.

The ability to mentor and coach staff and to work collaboratively in a team environment to achieve consensus on policy, program and administrative matters is necessary to bring out the best in staff.

Ability to handle sensitive issues diplomatically and to inspire confidence with counterparts. Skill to negotiate sensitive and complex issues through initiative, imagination, resourcefulness and diplomacy. Ability to exercise good social and professional judgment, excellent interpersonal skills in cross cultural and multi-level settings, and a high

level of emotional intelligence. Ability to establish and maintain an extensive range of contacts including with government officials at multiple level and national level officials of the host government. Ability to maintain collaborative working relationships in both the USAID and interagency team structure.

### **Total Possible Points = 100**

### **Selection Process**

USAID reserves the right to conduct interviews only with top-ranked applicant(s) and make the interview a deciding factor in selection before making a recommendation to the Contracting Officer (CO). Interviews may be conducted in-person, by phone, or virtual means and will be evaluated separately. USAID also retains the right to amend or cancel the solicitation and associated actions at any stage of the recruitment process.

Top-ranked candidates in a competitive range may be given a recruitment test. Candidates with a passing score from the recruitment test will be invited for an interview. The recruitment test may be administered before (to serve as a qualifier to the interview) or after the interview (to serve as part of the interview determination). The recruitment test and the interview will be structured around the evaluation factors mentioned above. The successful candidate will be selected based on a review of his/her qualifications, work experience, knowledge, skills and abilities; a written test (if administered); an interview; and the results of reference checks. A security authorization and medical clearance are required prior to employment.

The technical evaluation committee may conduct references checks, including references from other independent sources not specifically identified/provided by the candidate(s), and may do so before or after a candidate is interviewed. If USAID should not contact a current employer for a reference check, this should be stated in the applicant's cover letter; USAID will delay such reference checks pending the applicant's concurrence. Reference checks will be assessed as either pass/fail (No points assigned).

Only shortlisted and interviewed candidates will be notified of the selection outcome.

**Multiple Awards:** USAID anticipates the award of one (1) contract as a result of this solicitation. USAID reserves the right to award more or fewer awards than the anticipated number of contracts stated above. USAID also reserves the right to select additional candidate(s) if vacancies become available during future phases of the selection process.

## **IV. SUBMITTING AN OFFER/APPLICATION**

Eligible Applicants are required to complete and submit:

- i. Cover letter that addresses each evaluation criteria outlined in *Section III, items 1 to 3*.
- ii. Current CV (without photo) with contact information (telephone numbers and email addresses) for at least three references with knowledge of the applicant's prior work experience, who are not family members or relatives.
- iii. Completed and signed application form [AID 309-2](#) (Offeror Information for Personal Services Contracts with Individuals).
- iv. Education and Professional degrees/certificates
- v. Identification Documents: Passport/NRC

*Please upload all your documents as one SINGLE PDF or zip file and rename the file with the SOLICITATION Number. Please ensure your application is complete with all the requirements above. Late and incomplete applications will NOT be considered.*

**Submit your application [HERE](#)**

**V. LIST OF REQUIRED FORMS PRIOR TO AWARD**

The Contracting Officer will provide instructions about how to complete and submit the following forms after an offeror is selected for the contract award:

- a. Medical History and Examination Form (Department of State Forms)
- b. Security Clearance
- c. Fingerprint Card (FD-258)

Do NOT submit these forms together with the application.

**VI. BENEFITS AND ALLOWANCES**

As a matter of policy, and as appropriate, a PSC is normally authorized the following benefits and allowances:

**I. BENEFITS:**

A PSC is normally authorized benefits in accordance with the missions Local Compensation Plan:

1. Health Insurance
2. Annual Salary Increase (if applicable)
3. Annual and Sick leave
4. Annual Bonus
5. Annual Christmas Bonus
6. Annual Performance Reward
7. Salary Advance (0% interest)
8. End of Service Gratuity
9. Defined Contribution Plan
10. Observe Local Public and American Federal Holidays
11. Employee Tuition Assistance Program

**2. ALLOWANCES (as applicable):**

A PSC is normally authorized allowances in accordance with the mission Local Compensation Plan:

1. Housing Allowance
2. Meal Allowance
3. Miscellaneous Allowance
4. Education Allowance

**VII. TAXES**

A PSC is responsible for calculating and paying local income taxes. In the absence of a specific international agreement, the U.S. Government will not withhold or make local income tax payments.

**VIII. USAID REGULATIONS, POLICIES AND CONTRACT CLAUSES PERTAINING TO PSCs**

USAID regulations and policies governing **CCNPSC** awards are available at these sources:

1. **USAID Acquisition Regulation (AIDAR), Appendix J**, "Direct USAID Contracts With a Cooperating Country National and with a Third Country National for Personal Services Abroad," including **contract clause "General Provisions,"** available at <https://www.usaid.gov/sites/default/files/documents/aidar.pdf>.
2. **Contract Cover Page form AID 309-I** available at <https://www.usaid.gov/forms>. Pricing by line item is to be determined upon contract award as described below:



**LINE ITEMS**

ITEM NO (A)	SUPPLIES/SERVICES (DESCRIPTION) (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	<b>Compensation, Fringe Benefits and Other Direct Costs (ODCs)</b> - Award Type: Cost - Product Service Code: [e.g., R497] - Accounting Info: [insert one or more citation(s) from Phoenix/GLAAS]	1	LOT	\$ _TBD_	\$_TBD at Award after negotiations with contractor_

3. Acquisition & Assistance Policy Directives/Contract Information Bulletins (**AAPDs/CIBs**) for Personal Services Contracts with Individuals available at <http://www.usaid.gov/work-usaid/aapds-cibs>
4. **Ethical Conduct.** By the acceptance of a USAID personal services contract as an individual, the contractor will be acknowledging receipt of the “**Standards of Ethical Conduct for Employees of the Executive Branch**,” available from the U.S. Office of Government Ethics, in accordance with **General Provision 2 and 5 CFR 2635**. See <https://www.oge.gov/web/oge/nsf/OGES%20Regulations>.
5. **PSC Ombudsman**  
The PSC Ombudsman serves as a resource for any Personal Services Contractor who has entered into a contract with the United States Agency for International Development and is available to provide clarity on their specific contract with the Agency. The PSC Ombudsman may be contacted via: [PSCOmbudsman@usaid.gov](mailto:PSCOmbudsman@usaid.gov).
6. **FAR Clauses**

**52.204-27 Prohibition on a Bytedance covered application.****Who we are:**

The U.S. Agency for International Development is the world's premier international development agency and a catalytic actor driving development results. We are a diverse organization with colleagues from over 5 countries. By joining us in the city of Lusaka, you will work in a unique, highly rewarding, and international work environment. We truly value diversity and inclusion and want to reflect the world we serve. We want the best people to work for us in an inclusive environment so welcome applications from all qualified candidates.

**What USAID offers (Equal Opportunity Employer):**

We want your time at USAID to be a rewarding and career-enriching experience. We offer an agile and flexible working environment with hybrid working opportunities including home office (where applicable). To support our international applicants, we offer relocation support that extends to your dependent family members. In addition, thanks to our ongoing commitment to diversity and inclusion, we offer a competitive compensation and benefits package, including support for working families including education allowances (where applicable). Finally, we offer a genuinely unique international working environment, which will give you exposure to the international development and the opportunity to collaborate with passionate experts from all over the world.

We strive to ensure that individuals are provided reasonable accommodation to participate in the application or interview process, and to perform essential job functions. Should you wish to request accommodation, support in completing this application or participating in the application process, then please reach out to the recruitment team at [exozambiahr@usaid.gov](mailto:exozambiahr@usaid.gov).

**Please Note:** USAID is aware of both individuals and organizations falsely claiming to recruit on behalf of USAID. We take recruitment fraud very seriously and provide this information to help you learn how to identify and report recruitment fraud. USAID does not solicit for money for any part of its recruitment processes including short-listing, interviews, background, and/or medical check-ups. Contact your local police to report such incidents or send us an email with subject "Recruitment Fraud" to [exozambiahr@usaid.gov](mailto:exozambiahr@usaid.gov)

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**--END OF SOLICITATION--**