



USAID | INDONESIA

FROM THE AMERICAN PEOPLE

U.S. Agency for International Development (USAID) based in Jakarta is recruiting Indonesian Nationals for the following position:

USAID Project Management Specialist (Mission Environment Officer), FSN-9 / FSN-10
(Post Code: K11021)

Salary starts from Rp. 11,384,589 per month depending on qualifications, experience and salary history.

BASIC FUNCTION OF POSITION:

The Mission Environment Officer (MEO) is a Project Management Specialist (PMS) who reports to the Climate Integration Team Lead (CITL) for USAID Indonesia and is responsible for a variety of activities associated with environmental compliance for the entire Mission portfolio. Upon initial hiring, the Incumbent will serve as Assistant MEO until the Incumbent can received all of the mandatory Agency training required before assuming the role of MEO (anticipated to be approximately 3-6 months). As the MEO, the incumbent ensures all USAID activities in Indonesia are in compliance with U.S. environmental regulations, Agency Environmental Compliance Procedures stipulated in 22 CFR 216 and with applicable environmental legislation of Indonesia.

QUALIFICATIONS REQUIRED:

- 1) A Master's Degree from an accredited university in environmental engineering, environment studies, environmental safeguards, or other relevant discipline is required.
- 2) Minimum of five years (FSN-9), seven years (FSN-10) of progressively responsible professional-level experience directly relevant to environmental safeguards audits, due diligence, impact assessment or environmental compliance. The PMS should have experience or familiarity with environmental impact assessment and/or safeguards in Indonesia, as well as excellent project management and monitoring skills.
- 3) Level IV (Fluent) speaking/reading/writing in English and Bahasa Indonesia. Must be able to prepare clear, substantive reports and briefing papers in English, in a timely manner; able to transmit and interpret host country government and non-governmental sector program-related concerns to senior level officials; able to organize and present complex program information in both written and oral forms.
- 4) Must have a thorough knowledge of the concepts, principles, techniques, and practices of environmentally sound development activities, environmental impact assessment, development assistance principles and approaches; must possess a knowledge of Government of Indonesia (GOI) environmental policies and practices, local institutional development, decentralization policies, and related regulations and procedures in the environment sector. Demonstrated experience and ability to judge potential environmental and social impacts of proposed development assistance activities is required.
- 5) Must be a self-starter and have strong interpersonal and team-building skills; able to serve as an effective liaison with a wide array of individuals and institutions; able to establish and maintain

contacts at all levels of the host government(s) from the community level to the Ministries level); have the flexibility and ability to react to changing systems with sound analysis and able to work under pressure; be willing and able to travel extensively throughout the region as/when necessary or requested. Must have experience with spreadsheet, database, and project management computer programs; demonstrated ability to acquire and apply knowledge of specific legislation and policies relating to humanitarian and development assistance and/or environmental compliance and safeguards; able to identify, locate, analyze and evaluate relevant environmental data .

All candidates must provide a cover letter in English which clearly expresses the rationale for their interest in the position in a manner and format that persuasively and convincingly argues for their recruitment.

Only short listed candidates will be notified for test and interview.

Send letter of application, complete resume in English and supporting documents (in Microsoft Word document format) & please put the post code: K11021 on the subject of your email to: jktrecruitment@usaid.gov

CLOSING DATE: May 21, 2014

For more information, please visit USAID Website: <http://indonesia.usaid.gov>