



# USAID | INDONESIA

FROM THE AMERICAN PEOPLE

**OPEN TO:** All Interested Candidates (Indonesian Citizen)

**POSITION:** **USAID Project Management Specialist** (Tuberculosis / Infectious Disease), FSN-12 (Full Performance Level)

**OPENING DATE:** December 19, 2013

**CLOSING DATE:** December 31, 2013

**WORK HOURS:** Full-time; 40 hrs/week

**SALARY:** Ordinarily Resident (OR): FSN-12 (Full Performance Level). Salary starts from Rp 28,818,185 per month depending on qualifications, experience and salary history.

The U.S. Agency for International Development/Health Office is seeking an individual for the position of **Project Management Specialist (Tuberculosis / Infectious Disease)**, located at US Embassy Annex, Gedung Sarana Jaya, Jl. Budi Kemuliaan I/1, Jakarta 10110, Indonesia.

## **BASIC FUNCTION OF POSITION:**

The incumbent provides on-going technical guidance and management support to programs of the Office of Health, focusing primary on TB and other infectious diseases. The primary role of the TB/ID Specialist is to ensure that USAID infectious disease programs support the goals and objectives of the Ministry of Health, are consistent with global standards, and are closely coordinated with Government of Indonesia (GOI) and other national counterparts and stakeholders, development partners and donors.

## **QUALIFICATIONS REQUIRED:**

**NOTE:** All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.



**USAID** | **INDONESIA**  
FROM THE AMERICAN PEOPLE

- 1) Master's Degree from an accredited university in field such as public health, the biological sciences or related area is required.
- 2) Minimum ten years of progressively responsible experience implementing and managing public health/development programs in Indonesia.
- 3) Level IV (Fluent) speaking/reading/writing in English and Indonesian.

**SELECTION CRITERIA:**

**In addition to the above criteria related to education, experience, and language proficiency, the following criteria will also be used to evaluate applicants:**

- 1) Must have extensive work experience in TB or other infectious disease control programs, or demonstrated experience conducting research on infectious disease.
- 2) Must have a solid technical knowledge and understanding of the development, management and evaluation of public health/development programs.
- 3) Must be able to work well with a team, and establish and maintain relationship with GOI counterparts, demonstrate strong interpersonal and communications skills; strong negotiation and problem-solving skills; ability to manage, plan, coordinate and evaluate health programs; and ability to analyze and interpret epidemiologic data.

**SUBMIT APPLICATION TO:**

USAID Human Resources Office  
c/o American Embassy Annex,  
Gedung Sarana Jaya, Jl. Budi Kemuliaan I/1, Jakarta 10110  
E-mail: [jktrecruitment@usaid.gov](mailto:jktrecruitment@usaid.gov)

**CLOSING DATE FOR THE POSITION: December 31, 2013**

**IMPORTANT:**



# USAID | INDONESIA

FROM THE AMERICAN PEOPLE

- Put the post code on the subject of your email: **HEALTH – F06025**
- Email attachment must be in .pdf format
- Compressed document must be under .zip file and less than 2MB
- Do not attach photo
- No phone or email inquiries

IN ADDITION TO THE ELIGIBILITY AND QUALIFICATION REQUIREMENTS FOR EACH POSITION IN THIS SECTION, THE FOLLOWING ARE ALSO SELECTION CRITERIA:

1. Management will consider nepotism/ conflict of interest, budget and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.

## **TO APPLY:**

Interested applicants must submit the following or the application will not be considered:

1. Application for U.S. Federal Employment, DS-174; or
2. A current resume or curriculum vitae that provides the same information as DS-174; plus
3. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed below.

All candidates are encouraged to 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.