

United States Mission Nigeria

Vacancy Announcement

No. 2009-076	Date: October 15, 2009	Ref:
Subject:	Program Specialist, Health System Strengthening	
Location:	ABUJA – Center for Disease Control (CDC)	
Applicability:	All interested candidates	

OPEN TO: All interested candidates

POSITION: Program Specialist, Health System Strengthening

OPENING DATE: October 15, 2009

CLOSING DATE: October 30, 2009

WORK HOURS: Full-Time; 40 hours/week

SALARY: NOR - Not Ordinary Resident - US\$56,242.00 p.a. (Starting salary)
(Position Grade: FP-04 to be confirmed by Washington)

OR – Ordinary Resident – N3,633,730.00 p.a. (Starting basic salary)
Position Grade: FSN-10

In addition to the basic salary, all allowances will be paid
in accordance with the Mission Local Compensation Plan.

The **CDC in Abuja** is seeking to employ suitable and qualified candidate for the position of Program Specialist, Health System Strengthening.

BASIC FUNCTION OF THE POSITION:

Under the supervision of the Senior Program Specialist, Capacity Development, the incumbent will be responsible for providing technical expertise to the President's Emergency Plan for AIDS Relief (PEPFAR) by providing oversight of Health Systems Strengthening for HIV/AIDS programs and services to ensure more effective, efficient and equitable health systems.

To obtain a copy of this announcement please visit our Mission websites at:

<http://abuja.state.gov/default.aspx>

http://nigeria.usembassy.gov/job_opportunities.html

QUALIFICATIONS REQUIRED:

NOTE: All applicants are instructed to address each selection criterion detailed below with specific and comprehensive information supporting each criterion.

1. Masters Degree in Public Health, Health Management, Health Administration, Nursing, or related field.
2. Minimum of five years of progressively responsible work in HIV/AIDS or other public health program including (1) direct experience within a related area such as systems/networks of care and (2) interacting with supervisors, subordinates and professional staff from other institutions or organizations including community based organizations and the network of people living with HIV/AIDS.
3. Level IV (Fluent) Written/Reading/Speaking English is required.
4. Must possess knowledge and experience in management of HIV/AIDS programs especially the sustainability of HIV/AIDS programs for prevention, care and treatment.
5. Must be familiar with the Health Care system of Nigeria and have solid understanding of the resources available/not available in the country.

SELECTION PROCESS

When fully qualified, US Citizen Eligible Family Members (USEFMs) and US Veterans are given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

ADDITIONAL 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.
3. Current Ordinarily Resident employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Currently employed US Citizen EFMs who hold a Family Member Appointment (FMA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
5. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment unless currently hired into a position with a When Actually Employed (WAE) work schedule.

TO APPLY

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

1. Application for US Federal Employment (SF-171 or OF-612); or
a current resume or curriculum vitae that provides the same information as an OF-612; plus
2. Candidates who claim US Veterans preference must provide a copy of their Form DD-214 with their application.
3. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.

SUBMIT APPLICATION TO

Human Resources Office Abuja
Attention: Recruitment
Insert Address: 1075 Dip Plot, Central District, Abuja

POINT OF CONTACT

Telephone: 09-461-4000 ext 4274

DEFINITIONS

1. US Citizen Eligible Family Member (USEFM) – **For purposes of receiving a preference in hiring for a qualified position, an EFM who meets the following criteria:**

- US Citizen; and,
- EFM (see above) at least 18 years old; and,
- Listed on the travel orders of a direct-hire Foreign, Civil, or uniformed service member assigned to or stationed abroad with a USG agency that is under COM authority, or at an office of the American Institute in Taiwan; and either:
 1. Resides at the sponsoring employee's or uniformed service member's post of assignment abroad or at an office of the American Institute in Taiwan; or
 2. Resides at an Involuntary Separate Maintenance Allowance (ISMA) location authorized under 3 FAM 3232.2.

2. EFM: An individual related to a US Government employee in one of the following ways:

- Spouse;
- Child, who is unmarried and under 21 years of age or, regardless of age, is incapable of self-support. The term shall include, in addition to natural offspring, stepchildren and adopted children and those under legal guardianship of the employee or the spouse when such children are expected to be under such legal guardianship until they reach 21 years of age and when dependent upon and normally residing with the guardian;
- Parent (including stepparents and legally adoptive parents) of the employee or of the spouse, when such parent is at least 51 percent dependent on the employee for support;
- Sister or brother (including stepsisters and stepbrothers, or adoptive sisters or brothers) of the employee, or of the spouse, when such sibling is at least 51 percent dependent on the employee for support, unmarried, and under 21 years of age, or regardless of age, incapable of self-support.

3. Member of Household (MOH) – An individual who accompanies a direct-hire Foreign, Civil, or uniformed service member permanently assigned or stationed at a U.S. Foreign Service post or establishment abroad, or at an office of the American Institute in Taiwan. An MOH is:

- Not an EFM; and,
- Not on the travel orders of the sponsoring employee; and,
- Has been officially declared by the sponsoring USG employee to the COM as part of his/her household.

A MOH is under COM authority and may include a parent, unmarried partner, other relative or adult child who falls outside the Department's current legal and statutory definition of family member. A MOH does not have to be a US Citizen.

4. Not Ordinarily Resident (NOR) – An individual who:

- Is not a citizen of the host country; and,
- Does not ordinarily reside (*OR*, see below) in the host country; and,
- Is not subject to host country employment and tax laws; and,
- Has a US Social Security Number (SSN).

NOR employees are compensated under a GS or FS salary schedule, not under the LCP.

5. Ordinarily Resident (OR) – A Foreign National or US citizen who:

- Is locally resident; and,
- Has legal, permanent resident status within the host country; and,
- Is subject to host country employment and tax laws.

EFMs without US Social Security Numbers are also OR. All OR employees, including US citizens, are compensated in accordance with the LCP.

CLOSING DATE FOR THIS POSITION: October 30, 2009

The US Mission in Nigeria provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.

Approval: D/HRO: ABFields
Drafted:NTomanovic-Bohne
Cleared:D/CDC:CVillar
Cleared:FMO: KWBohne