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**External Publication of Job Posting**

**50541255**

**Job Posting Title**

SENIOR TECHNICAL OFFICER – AFRICA CDC

**Start Date**

18.06.2018

**End Date**

20.07.2018

**Reference Code**

CDC 14 / 03

**Job Title**

SENIOR TECHNICAL OFFICER – AFRICA CDC

**Organization**

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

The Africa Centres for Disease Control and Prevention (Africa CDC) was officially launched in Addis Ababa, Ethiopia, on January 31, 2017. The Africa CDC is Africa's first continent-wide public health agency and envisions a safer, healthier, integrated and stronger Africa, where Member States are capable of effectively responding to outbreaks of infectious diseases and other public health threats. The agency mission is to strengthen Africa's public health institutions' capabilities to detect and respond quickly and effectively to disease outbreaks and other health burdens through an integrated network of continent-wide preparedness and response, surveillance, laboratory, and research programmes.

Towards meeting its' mission, the Africa CDC will work with African Union member States, WHO, and partners in the five geographic sub-regions of Africa to strengthen their capacity in five strategic priority areas: (1) public health surveillance and disease intelligence; (2) public health emergency preparedness and response; (3) public health laboratory systems and networks; (4) public health information and technology systems; and (5) public health research and public health institutes. The guiding principles of the Africa CDC include Leadership, Management, Finance, Workforce, Partnership and Innovation.

In seeking to achieve this objective, the African Union intends to strengthen its capacity to deliver by, among others, the reinforcement of its organizational structure and expertise. The Commission of the African Union invites applicants who are national and citizens of Member States for a position of Senior Technical Officer for the Africa CDC.

**Least Representative Countries:**

Candidates from the following least represented countries at the African Union Commission are encouraged to apply: Algeria, South Africa, Morocco, Angola, Ghana, Congo (DRC), Equatorial Guinea, South Sudan,

Namibia, Mali, Madagascar, Guinea-Conakry, Cape Verde, Central African Rep., Seychelles, Somalia, Guinea-Bissau, Saharawi Arab D.R., Comoros, Sao Tome and Principe.

### **Department**

1. Post :

Job title : Senior Technical Officer

Grade : P3

Department/Agency: Africa CDC

Supervisor: Head of Division - Surveillance and Disease Intelligence, Africa CDC

Duty Station: Addis Ababa, Ethiopia

Positions: 1

### **Project**

2. Job Purpose

The Senior Technical Officer for the Africa CDC, will be responsible for providing technical assistance for advancing African CDC strategic priorities and initiatives by working through regional implementing partners. These programmes and activities are designed to improve the health of the people of Africa through prevention of infections, surveillance and response to emergencies (including outbreaks, man-made and natural disasters, and public health events of regional and international concern) and building capacity to reduce disease burden in the continent. In carrying out the work of the Division, the Senior Technical Officer supports the implementation of public health surveillance and epidemiologic activities, workforce development, strengthening of information systems, laboratory networks, and other related health systems strengthening activities. Factors in terms of the Africa CDC social and environmental will be relevant – including demographic, hardship, travel and other local conditions.

### **Tasks**

Major Duties and Responsibilities

The Senior Technical Officer, Africa CDC shall:

- a) Provide technical support to ensure the vision, mission and guiding values of the Africa CDC are developed, communicated, and implemented by Africa CDC Regional Collaborating Centres (RCC) and implementing partners as appropriate;
- b) Plan, develop, and implement Division specific policy and programme objectives, strategic plans, annual work plans, activity action plans, resource plans and budgets, staff performance plans necessary to achieve core strategies, outcome-oriented goals, and objectives. Evaluate and report on progress;
- c) Provide expert advice and consultation to Member States, RCC's, NPHI's, key stakeholders and partners regarding implementation of Africa CDC surveillance initiatives and programmes, e.g., Events Based Surveillance (EBS), emergency preparedness and response, strengthening disease monitoring and surveillance and laboratory systems and health information systems, workforce development and other activities through the regional integrated surveillance and laboratory networks (RISLNET);
- d) Provide technical assistance to improve existing event-based surveillance systems for outbreak detection, including efforts to incorporate information streams from laboratories, clinical care facilities, communities and across other sectors.
- e) Facilitate and coordinate development of standard operating procedures and monitoring and reporting mechanisms for strengthening regional and national surveillance systems;
- f) Facilitate and coordinate the development of tools and systems for the analysis, interpretation, and use of surveillance data for public health policy making and to guide decisions on allocation of public health resources;

- g) Facilitate and coordinate development of planning tools and reference guidance for regional surveillance capacity strengthening, working in collaboration with the NHPIs;
- h) Facilitate and coordinate crosscutting surveillance support across Divisions and Regional Collaborating Centres as appropriate. Special emphasis will be placed on Emergency Operations Center activities involving outbreak response, including disease surveillance, investigations, analysis, and reporting of disease threats across Africa;
- i) Work closely with the office of the Head of Management and Administration to ensure all resource requirements for Division activity implementation are communicated, processed and delivered. Facilitates and ensures monitoring and reporting for Division expenditures.
- j) Facilitate and coordinate, and lead when appropriate, the design of technical proposals/programmes and/or write, contribute and/or review proposals for implementation of agency initiatives, programs and projects;
- k) Facilitate, coordinate and contribute to the development of briefing notes, strategy documents, guidelines, and standard operating guidelines. Help lead efforts to document results and lessons from projects, in white papers or journal articles. Prepare input for reports, slides, and other materials as required
- l) Under the direction of the designated Africa CDC Incident Commander, provides technical services delivery in support of Africa CDC Emergency Response activities as appropriate and assigned.
- m) Performs other duties as assigned.

### **Requirements**

#### 3. Academic Qualifications

University Master's Degree in public health or a related discipline such as but not limited to public health, epidemiology and health-services research

A clinical degree (e.g., M.D, MPhil, in medicine, nursing or PharmD) AND a Masters' degree in a related discipline or Doctoral degree (e.g., Ph.D., Sc.D. or D.PH.) in a relevant discipline such as, but not limited to, public health, epidemiology, health-services research, health outcomes research, biostatistics, environmental science or decision sciences is preferred.

#### 4. Required Professional Work Experience

- a) A minimum of 5 years of relevant\* experience in implementing public health programmes, with special emphasis on epidemiology and surveillance or other public health programme and/or health sciences and outcomes research in any setting, including a governmental agency, academic institution, research organization or a life-sciences company.
- b) Clear understanding of health systems on the African continent and fair knowledge of operations of the Ministry of Health in Member States.
- c) Knowledge of public health programmes, health sciences research and health systems strengthening, and experience in supporting projects and programmes under government ministries and external donors. Knowledge and experience in supporting Public Health programmes or other public sector projects and programmes under government ministries and external donors.
- d) Knowledge of public health issues in Africa, and at least 10 years previous experience working in Africa.

\*Relevant experience is defined as implementing/coordinating public health epidemiology and surveillance or other public health programme and/or health sciences research programme.

#### 5. Required Skills and competencies

##### A. Functional Skills

Technical expertise and experience in supporting and/or managing complex, public health programmes related to disease prevention and control, epidemiology and surveillance and other health information systems.

Familiarity with the administrative and management practices and processes typically employed by public health and other public sector programmes.

Sound technical writing skills, in addition to narrative and financial reporting skills.

Excellent organizational and time-management skills and a proven ability to deliver under tight deadlines and works well under pressure.

Excellent skills and abilities applied to translating technical information into presentations, briefings and report and funding proposals for both technical and lay audiences.

Excellent interpersonal skills to work in a multicultural environment

Excellent communication (oral and written) and good presentation skills, provide programme consultation, and credible response to inquiries.

Excellent technical and scientific writing skills, in addition to narrative and technical reporting skills.

Resourceful and skilled at collecting, analyzing and using data to recommend, make and communicate decisions of a technical nature for both technical and lay audiences.

Excellent computer skills, including office administration and statistical software applications and online digital information systems.

## B. Personal Abilities

Ability to work under pressure, stay on track and meet deadlines

Good analytical and problem solving skills

Ability to use clear, concise language in correspondence as well as including content fitting for the purpose and audiences when preparing written briefs and reports

Ability to work in a multicultural environment

High level of autonomy at work, yet with profound team-spirit

Adaptive, patient, resourceful, resilient and flexible

Pro-active and solutions oriented

## 6. Language Requirements

Applicants must be proficient in at least one of the African Union working languages. Knowledge of one more or several other working languages would be an added advantage.

## 7. Tenure of Appointment:

The appointment will be made on regular term contract for a period of three (3) years, of which the first twelve months shall be considered as a probationary period. Thereafter, the contract will be for a period of two years renewable, subject to satisfactory performance and deliverables.

## 8. Gender Mainstreaming:

The AU Commission is an equal opportunity employer and qualified candidates, including women, are strongly encouraged to apply.

## 9. Remuneration:

Indicative basic salary of US\$ 37,453.00 (P3 Step1) per annum plus other related entitlements e.g. Post adjustment (46% of basic salary), Housing allowance US\$ 22,932.00 (per annum), education allowance (100% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$ 10,000.00 per child per annum), etc. for internationally recruited staff of the Commission.

## How to Apply

All applications must reach the African Union Commission not later than 20 July 2018 through the AU Commission's website <http://www.aucareers.org>.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resources  
Management, African Union Commission

Addis Ababa, Ethiopia

***Contract Type***

Regular (Long Duration)

***Employment Fraction***

Full-time

***Branch***

Headquarters