

# PROJECT OFFICER / ECONOMISTS VACANCIES

## (Contract Basis)

### NON-COMMUNICABLE DISEASE UNIT OF THE MINISTRY OF HEALTH, NUTRITION & INDIGENOUS MEDICINE

is calling applications for below positions of

#### Global Fund to fight AIDS, Tuberculosis & Malaria (GFATM) - HEALTH SYSTEM STRENGTHENING (HSS) COMPONENT

The Ministry of Health, Nutrition and Indigenous Medicine is the Principal Recipient of four grants awarded by the Global Fund to Fight AIDS, Tuberculosis and Malaria (GFATM). The four grants involve in the prevention and control of HIV/AIDS, Tuberculosis and Malaria in Sri Lanka and Strengthening of the Health System (HSS) in the Northern Province.

The Health System Strengthening (HSS) Grant was awarded to the Ministry of Health, Nutrition & Indigenous Medicine in order to develop the health system infrastructure and capacity building in the Northern Province. Construction of healthcare facilities and human resource development in the Northern Province are the main focus areas covered by this grant. The total grant size is US \$ 15.5 million.

One of the planned activities under the HSS grant is to conduct an island wide Health Facility Assessment/Service Availability and Readiness Assessment. This survey will be implemented through the Non-Communicable Disease Unit (NCD) of the Ministry of Health, Nutrition & Indigenous Medicine.

### ● PROJECT OFFICER / ECONOMISTS (Contract Basis - Level: PS6 - 02 Positions)

#### Main Duties and Responsibilities

1. Organize progress review meetings with stakeholders and other meetings and Events of Non-Communicable Disease Unit (NCD) related to SARA & NHA.
2. Coordinate the activities related to the preparation of National Health Accounts (NHA) among the members of the Non-Communicable Disease Unit (NCD).
3. Coordinate with relevant stakeholders and collect data necessary for the preparation of NHA / Non-Communicable Disease Unit (NCD).
4. Design, develop and write research proposals related to producing NHA / NCD.
5. Carry-out data collection of research projects related to producing NHA /NCD & assist for Pilot tests and surveys.
6. Assist consultants and members of Non-Communicable Disease Unit (NCD) in report writing of NHA.
7. Identify the survey sites (sampling frame). Select the sample size and sample of health facilities (if sampling methodology is chosen)
8. Prepare the final reports
9. Plan and implement dissemination activities. The results should be used to support annual health reviews.
10. Determine appropriate design methodology (census or sample), develop an implementation plan and budget.
11. Any other duties assigned by the Senior Assistant Secretary of the Ministry of Health and Consultants of Non-Communicable Disease Unit (NCD)

#### Qualifications and Experience

1. A Bachelor's degree in Economics / Statistics /Medical from a recognized University. And/or equivalent professional qualifications in Economics / Statistics /Medical related field which is recognized by the University Grants Commission with 2 years' experience as a Project Officer / Jr. Executive / M&E Officer. Preference will be given to those having a Special degree or had obtained merits (class).
2. Postgraduate degree / Diploma in Economics / Statistics /Medical or any other related field will be an added advantage.
3. General Certificate of Education (Ordinary Level) examination in six (06) subjects at one sitting with credit passes in Sinhala or Tamil, English Language, Mathematics and Two other subjects.
4. Proactive with high level of ownership of work and team player.
5. Strong computer skills- adept at word processing, spreadsheet, internet and email. Knowledge in statistical software will be an added advantage.
6. Working experience in similar foreign funded projects preferably in health sector will be an added advantage.
7. Very good command of English & Sinhala /Tamil language, written and oral.

#### General Conditions

- Age should be below 65 years of age as of 01. 11. 2016.
- Only short listed candidates will be called for an interview.
- Recruitment will be on contract basis **until up to 30. 06. 2017**. First three months of the appointment will be on probation.
- Preferably, selected candidate should be able to take up the assignment immediately.
- Salaries will be according to the Management Service Circular No.01/2016 dated 24.03.2016.
- The contribution of the employer for EPF is 12% and ETF is 3% of the salary. The EPF contribution of the employee is 8% of the salary.
- Candidates who are already in the public service should submit their applications through the relevant Head of the Department / CEO of the Agency who should indicate that the candidate could be released in the event of being selected to the assignment.

Detailed CV along with copies of relevant certificates and documents in order to prove the qualification and experience should be sent to the below address within 14 days of this advertisement. State the post applied for on top-left hand corner of the envelope.

#### The Project Director

GFATM Project Office, 3rd Floor, Public Health Complex, No.555/5, Elvitigala Mawatha,  
Colombo 05.

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