

VACANCY ANNOUNCEMENT

Project number: P173799

Project name: Mongolia COVID-19 Emergency Response and Health System Preparedness Project

Implementing organization: Ministry of Health

Position: Monitoring and Evaluation Specialist

The Ministry of Health is announcing a vacancy of the Contract Management Specialist for the Mongolia COVID-19 Emergency Response Project financed by the World Bank International Development Association and implemented by the Ministry of Health.

RESPONSIBILITIES

To ensure the project will have in place an adequate M&E system that can provide accurate and timely information on the performance status of 1) Project activities as outlined in the Project Implementation Plan; and 2) Achievement of the objectives as outlined in the COVID-19 Vaccine Deployment Plan. The M&E system must be computerized and have a format which easily reports progress as required by MOH and the World Bank:

1. Support the establishment of a computerised M&E system for the project as well as for the vaccine deployment plan;
2. Provide support to setting up and maintaining the M&E system in coordination with the relevant departments of the MOH
3. In coordination with the MOH, other relevant institutions and partners (UNICEF, WHO) plan for qualitative and quantitative research and surveys to further inform the deployment plan – as required and provide input to mid-term corrections if required.
4. Regularly monitor the progress of 1) Project Implementation and 2) implementation of the vaccine deployment plan and report to the Borrower, the World Bank and other stakeholders;
5. Contribute as a team member of the IPIU as and when required.

REQUIREMENTS

- University degree in Business administration, Public Health or other related fields; Master degree will be an advantage
- Professional experience of at least 5 years,
- At least 3 years of direct relevant experience in monitoring and evaluation field,
- experience with computerized monitoring and that experience with web-based M&E is an advantage.
- M&E with ADB or WB will be an advantage, which will not be a reason for disqualification if not available
- Demonstrated experience monitoring and evaluation in the health sector, which will be an advantage, but not a reason for disqualification if not available
- Strong quantitative analytical experience and skills combined with a good understanding of qualitative research methodologies;
- Project management;
- Data analysis;
- High integrity and accountability, good team work spirit;
- Ability to work in relevant statistical programs such as STATA, SAS, R, SPSS;
- Analytical skills;
- Maintain qualitative data analysis;
- Have a Fluent written and spoken English (supported by certificates or other relevant documents) is essential.

APPLICATION

Interested individuals are requested to prepare the following documents and submit the application in person to below indicated address no later than 14:00 hours of 27 May 2021:

- 1) Public servant's form (Form No.1);
- 2) Curriculum vitae (CV) in English and Mongolian accompanied by a photo taken within last 6 months;
- 3) Notarized copies of diploma and certificates to prove education, specialization and knowledge;
- 4) Notarized copy of the citizen ID;
- 5) Notarized copy of the first page and other relevant pages with employment history of the Labor and Social Security book;
- 6) Two references from previous employers;
- 7) Cover letter expressing your interest in the position with statement of the skills and abilities.

SELECTION PROCESS:

1. Review of application
2. Written test
3. Oral interview

ADDRESS REFERED TO ABOVE IS:

Project implementation unit

Mongolia COVID-19 Emergency Response Project, Ministry of Health

Government building-8, Olympic Street-2, Ulaanbaatar-210648, Mongolia

Phone: 77077793

E-mail address: bayartogtokh@ehp.mn

Submitted documents shall not be returned. Only shortlisted individuals will be notified.