

Make a Lasting Difference for Children

UNICEF Vacancy

Asst. Project Officer, Public Information (NO-A) - TFT (11 months)

UNICEF is seeking to recruit a dynamic, motivated and committed professional responsible to assist in the implementation of Public Information activities in the Advocacy, Information & Communication Section.

Under the general supervision of the Communication Officer (OIC):

MAJOR DUTIES AND RESPONSIBILITIES:

- Draft press releases and other media materials for UNICEF Myanmar, per need.
- Produce human interest stories on UNICEF activities and assist with human interest video production, per need.
- Translate materials into English and Myanmar languages, as necessary.
- Liaise with the local media to provide information on UNICEF Myanmar and UNICEF's regional and global activities.
- Help facilitate media visits to UNICEF-assisted activities in the field.
- Assist in response to media inquiries.
- Assist in organizing media-related meetings and training sessions of UNICEF.

QUALIFICATIONS AND COMPETENCIES required:

- University degree
- Additional credentials/training in journalism, communication, international relations a plus
- Minimum three (3) years professional working experience with the print media
- Prior experience writing stories/articles in English a must
- Possess excellent knowledge and command of English and Myanmar languages, both oral and written
- Familiarity with UNICEF issues/programs a plus
- Knowledge of news and current affairs
- Ability to analyze, evaluate and synthesize information
- Ability to nurture and manage relationships with the public, private media, and other UN and government organizations
- Knowledge of computer systems, internet navigation and various office applications.

Detailed Terms of Reference (TOR) may be reviewed at UNICEF Yangon Office.

Please send application with updated CV or Personal History form, educational credentials and references to the Operations Officer, 6/7 Floor, Yangon International Hotel, Ahlone Road, Yangon, by **01 August 2006**.

Note: 1. UNICEF does not discriminate in regard to race, ethnicity, gender and age
2. Only those candidates whose qualifications and experience are of further interest to UNICEF will be contacted.