UNICEF (United Nations Children Fund) is mandated by the United Nations General Assembly to advocate for the protection of children’s rights, to help meet their basic needs and to expand their opportunities to reach their full potentials. In Uzbekistan, UNICEF closely works with the Government, NGOs and donor communities to ensure provisions of essential services such as health, education, protection of children from violence, exploitation and discrimination action, and overall protection of rights of children and young people.

**VACANCY NOTICE**

The Office of the United Nations Children’s Fund (UNICEF) in the Uzbekistan announces the vacancy for the post of:

**Team Leader for the project on**

“Improvement of Mother and Child Health Services in Uzbekistan” (IMCHS)

<table>
<thead>
<tr>
<th>Vacancy No: UZBA/2012/009</th>
<th>Job Level: L-3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duty Station: Tashkent</td>
<td>Application Close: August 17, 2012</td>
</tr>
<tr>
<td>Country: Uzbekistan</td>
<td>Contract Type: Special Service Agreement (SSA)</td>
</tr>
<tr>
<td>Region: CEE/CIS</td>
<td>Duration: 11 months with possibility of extension (subject of satisfactory performance)</td>
</tr>
</tbody>
</table>

**I. Purpose of the Position**

Under the general guidance of the Deputy Representative and the Chief of Health Section of UNICEF Uzbekistan, the Team Leader will be responsible for day-to-day management, coordination, partnership and donor reporting of the IMCHS project.

**II. Basic roles and responsibilities**

Overall management and coordination, through:

- Managing from the Ministry of Health premises the day-to-day project implementation;
- Guidance to the project team in the preparation and implementation of the annual work plans and logical/result frameworks of the project;
- Preparing project work plans and ensuring quality of planning documents both in Russian and English;
- Ensuring the accurate and timely reporting on project implementation to project Coordination Board, EU, MOH and UNICEF;
- Securing the approval of the Project Steering Committee for reports prepared by UNICEF and submitted to the European Union;
- Ensuring the highest international standards in the provision of technical and advisory inputs, organization of workshops, seminars, training and delivery of outputs;
- Ensuring effective coordination of activities, as well as promoting synergies with other projects;
- Effective liaison with relevant national and international partners on all issues related to the implementation of the Action;
• Integration into the national networks or communities of practice with participation of experts from government, non-government, think tanks, private sector, international development organizations and the UN agencies;
• Ensuring coordination of project partners both among themselves and with the EU while informing all stakeholders of relevant correspondence;
• Ensuring the management of the needs and expectations of main stakeholders;
• Participating in meetings with MOH Officials responsible for project review, and follows up on implementation of recommendations and agreements;

III. Qualifications of successful candidate
• Advanced university degree, preferably in the Public Health, Health Management and Administration or other relevant field.
• 10 years of relevant work experience at national and international levels in MCH, Health Administration/Management and Health System Strengthening including international work experience.
• Fluency in English and Russian languages. Experience of Central Asian or CIS countries context is an asset.

IV. Competencies of successful candidate
Communicates effectively to varied audiences, including during formal public speaking;
Sets high standards for quality of work and consistently achieves project goals;
Able to work effectively in a multi-cultural environment;
Analyzes and integrates potentially conflicting numerical, verbal and other data from a number of sources;
Translates strategic direction into plans and objectives;
Quickly builds rapport with individuals and groups; maintains an effective network of individuals across organizational departments;
Contributes and tries out innovative approaches and insights.

V. Conditions of the contract:
UNICEF offers a competitive package of salary/fees and other entitlements to its contractors/consultants based on the UN policy on Remuneration and payment of fees to international consultants and individual contractors.
The post of Team Leader is qualified as the mid-level managerial position in accordance with the United Nations common system equivalent of the level of the assignment.

VI. How to apply:
If you have experience of working in a similar capacity and want to make an active and lasting contribution to build a better world for children and match the profile outlined, submit a cover letter, detailed curriculum vitae in English, and a duly completed United Nations Personal History form in a closed envelope, indicating vacancy notice (VN) reference number and post title “Team Leader for IMCHS project” to the attention of Admin/HR
Assistant to the address below by UNICEF Tashkent, 16, Sharaf Rashidov Street, 100029, Uzbekistan or submit a cover letter, detailed curriculum vitae in English, and a duly completed, signed and scanned United Nations Personal History to the following email: tshirvanova@unicef.org

Only candidates meeting the essential requirements will be considered. Short-listed candidates meeting the essential requirements will be called for interview.

UNICEF is equal opportunity employer for men and women.