

Vacancy Notice



The World Health Organization has a vacancy for Lao national for the position of:

Assistant for WHO Health Information System Programme (HIS) – ICD-10 application (Special Service Agreement, for initial period of 3 months with a possibility of extension.)

Lao People's Democratic Republic has made strong progress in improving the national health information system (HIS) in an effort to implement the health sector reform, and to monitor the performance of the health sector in reaching its national targets of reaching universal health coverage. To improving quality of health services, the MOH has decided to apply the ICD-10 and the cause of death mortality in an effort to standardise the capacity of health workforce to diagnose and code the diseases systematically which will help identify pattern of diseases and improve the preparedness including capacity of medical staff.

Summary of assigned duties:

Under the supervision and guidance of the HIS technical officer in the WHO Lao PDR with guidance from the country office team, the incumbent will:

- Support technical team in the Department of Health Care in the implementation of the ICD.10 and the essential service delivery package at national and sub-national level.
- To provide coordination and administrative support to the ICD.10 committee and secretariat.
- Assist in coordination and organisation of events, activities that will be led by the managers of the department of health care.
- Liaise with relevant representatives of implementers, technical agencies and others to facilitate the implementation of the ICD.10 and service delivery package work plans.
- Oversee communication flow of correspondences (letters/memos/e-mails/faxes/etc.) in relation to the ICD 10 and service delivery package implementation.
- Support the organisation of trainings/ meetings, in consultation with WHO Country Office (CO) technical staff to ensure expected outcomes will be achieved
- To assist other technical staff in the WHO CO, monitor information flow in the reporting system with the aim to: i) identify pattern of diseases for outpatients at different health care settings; ii) to analyse disease related information to inform MOH managers of notifiable issues; iii) to identify and update the list of cause of deaths as appropriate
- Coordinate with relevant departments and national centres to ensure alignment between essential service package and other health system components such as financial projection, human resource planning, essential medicine list, and health information system.
- Assist in the process of baseline survey on essential service package at sub-national levels.
- Integrate essential service package implementation planning into provincial and district planning and monitoring process.

Education:

University Bachelor's degree in Medical Sciences or related field or its equivalent professional training.

Knowledge & skills:

- Ability to work independently under pressure and to deliver high-quality work on-time;
- Good interpersonal skills and ability to work as a member of a team;
- Good oral and written communication skills;
- Good computer skills.

Experience:

- Essential: Minimum 1 year of work experience in area of medicine or public health or related fields

Language:

Essential: Ability to reading, written and spoken English at minimum intermediate level. Preferable if prove of a certificate of English language is provided.

Interested and qualified candidates are invited to submit applications in the **English** language with curriculum vitae to the address below via email or mail delivery no later than **10 October 2017**.

Please indicate on your letter “**HSD, HIS unit**”,

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