



## **FHI 360 Nepal**

# **Vacancy Announcement for Short Term Assignment**

FHI 360, an international non-governmental organization (NGO), requests applications from qualified individuals for working as a short-term consultant for COVID-19 emergency response under Meeting Targets and Maintaining Epidemic Control (EpiC) Nepal with support from the United States Agency for International Development (USAID) in coordination with Ministry of Health Population (MoHP). The period for this assignment is from February 7, 2022 to March 15, 2022.

In addition to the specific qualifications and requirements outlined below of the position, prospective candidates should have the ability to perform multiple tasks and to work under pressure with additional time and efforts in an emergency/crisis independently and proactively.

**Position: Consultant, COVID-19 Case Investigation and Contract Tracing (CICT) and PCR Report Verification Facilitator**

**Required number: 2**

**Duty station:** Tribhuvan International Airport (TIA), International Terminal, Point/Portal of Entry (PoE)

**Supervisor:** Senior Public Health Administrator, Health Coordination Division (HCD), MoHP

### **Key Responsibilities:**

Under the direct supervision of the Senior Public Health Administrator, HCD, MoHP, COVID-19 CICT, and PCR Report Verification Facilitator will be responsible for CICT at Portal of Entry (POEs), TIA, and verification of COVID-19 PCR report of all travelers and crew at the arrival terminal in close coordination with Health Desk Team based in TIA.

- Support the Health Desk Team at TIA to manage the COVID-19 related to CICT and PCR report verification activities at PoE in coordination with HCD/MoHP, Health Desk Team, TIA, and EpiC Nepal.
- Support for the record-keeping and documentation of the services provided from the Health Desk to the travelers and crew (as far as applicable) and submit the report to the concern.
- Facilitate Health Desk Team for the screening of the travelers for COVID-19, interview contacts, and take necessary actions including counseling.
- Conduct follow-up of asymptomatic returnees on quarantine and fill up self-declaration form for quarantine.
- Support to collect the specimen, perform the laboratory test and investigation through Antigen and PCR.
- Identify contact details for contact tracing and contact follow-up by using the standard checklist and screening questionnaire prepared by the Government of Nepal.
- Support for the record-keeping and update COVID-19 Case Registration, Lab Report, and other information on Information Management Unit (IMU).
- Undertake effective exit screening for all travelers including crew, monitoring, reporting, recording, and data verification associated with COVID-19.
- Implement the Risk Communication and Community Engagement (RCCE) activities at TIA to prevent the transmission of the COVID-19.
- Monitor and facilitate to apply of public health measures and provide information education and communication (IEC)/behavior change communication (BCC) materials and masks.

- Provide counseling, and information about the COVID-19 vaccination campaign and support to resolve the rumors and myths related to the COVID-19 vaccine.
- Coordinate with COVID-19 isolation centers, hospitals, and ambulances for the proper transportation of COVID-19 cases.
- Assist in analyzing the COVID-19 data, trends, and other information generated at Health Desk.
- Coordinate with MoHP, Epidemiology, and Disease Control Division (EDCD), Health Emergency Operation Center (HEOC), TIA and EpiC Nepal, and other stakeholders as required.
- Carry on any other activities as assigned by HCD/MoHP, Health Desk Team, TIA, and EpiC Nepal.

**Qualifications and skills:**

- Proficiency certificate level in the medical laboratory (lab technician) with three years of relevant work experience.
- Registered in Nepal Health Professional Council.
- Self-motivated and able to work in difficult/emergency situations and can be available on public holidays and off-hours as well as for emergency mobilization.
- Knowledge of MS office applications (Word, Excel, PowerPoint), data collection, and management.
- Good understanding of the Government's recording and reporting system, Information Management Unit (IMU) for COVID-19 in Nepal.
- Good coordination and communication skills.

Interested individuals are requested to send a cover letter, updated CV with proposed daily rates and list of two references by January 27, 2022 to [Nepal.recruitment@fhi360.org](mailto:Nepal.recruitment@fhi360.org)