

Technical Assistant
OIE Subregional Representation for GCC countries and Yemen

Duration: Two (2) years – Renewable.

Context:

The World Organisation for Animal Health (OIE) is the intergovernmental organisation responsible for improving animal health, veterinary public health and animal welfare worldwide, as well as for ensuring transparency of the global animal disease situation. The standards it develops for the trade of live animals and products of animal origin are recognised by the World Trade Organization as reference international sanitary rules www.oie.int.

The OIE, then known as the “Office international des epizooties”, was created on 25 January 1924. Its Headquarters are based in Paris. It comprises 182 Member Countries and is present on all continents through 13 Representations. The OIE maintains permanent relations with over 71 international and regional organisations.

The OIE Sub-Regional Representation in Abu Dhabi, based in Abu Dhabi, United Arab Emirates, provides regionally adapted services to mainly 7 countries (Bahrain, Kuwait, Oman, Qatar, Saudi Arabia, United Arab Emirates and Yemen) from within the 20 OIE Members in the Middle East region so that they may enhance the capacity of national Veterinary Services to implement the OIE standards and guidelines for securing animal health and welfare.

Positioning and reporting

Under the authority of the OIE Director General and direct supervision of the OIE Sub-Regional Representative in Abu Dhabi, and in close collaboration with the teams of the OIE Sub-Regional Representation in Abu Dhabi and OIE Headquarters.

Job purpose

The Technical Assistant contributes to the OIE's work to improve collaboration and national capacities by participating in the implementation of the OIE's sub-regional activities for the GCC countries and Yemen. He/she is responsible for providing technical support to the countries of the sub-region and contributing to the management of activities related to the implementation of the joint national road maps for the countries in the subregion. The Technical Assistant also supports other OIE initiatives related to regional coordination and research of emerging (zoonotic) diseases and transboundary diseases. In addition, he/she contributes to the promotion of these activities in the sub-region and ensures stakeholder outreach and engagement.

Missions and activities

Ensure the delivery of technical support activities

- Assist the Sub-Regional Representative in managing the day-to-day technical issues in the sub-region, including following up Member Countries on required information, conducting country visits, etc.,
- Carry out other related activities as assigned by the Director General.
- Provide general support to the work of the Subregional Representation
- Contribute to drafting technical / scientific papers, posters, website articles and other relevant informative technical and communication material to promote the programme's objectives,
- Support headquarters in budget planning.
- Contribute to the office's reporting

Contribute to communication and stakeholder engagement

- Share, collaborate and ensure the involvement of key animal health sector stakeholders in the UAE, national roadmap planning and implementation and programmes,
- Represent the OIE at external meetings as relevant, including regional and sub-regional meetings pertaining to animal health and zoonotic diseases of high relevance to the sub-region,
- Ensure partner engagement including with national Veterinary Services and other relevant stakeholders in the region,
- Act as an OIE technical contact point for the Tripartite in the GCC countries and Yemen and ensure liaison with the WHO and FAO counterparts, relevant OIE regional and headquarters colleagues
- Participate in the preparation of background documents and periodic progress reports.

Qualifications and Experience

Qualifications

- Graduate degree in Veterinary Science, veterinary public health, public administration, animal production or equivalent,
- Minimum of 10 years of professional experience, with at least 5 years in the coordination of regional or international programmes related to animal health and production in developing countries,
- At least 5 years of professional experience in a similar position or in relevant fields
- At least 3 years of experience in delivery and implementation of animal health, animal production and animal resources development strategies and policies
- Work experience in an international context

Requirements

Technical skills

Expertise in project coordination and successful implementation and appraisals

- Identification, selection and design of intervention options that limits projects implementation unintended consequences.
- Knowledge of OIE international standards and guidelines
- Proficiency in standard software applications Word, Excel, PowerPoint, Outlook etc. is required
- Excellent command of English and Arabic, spoken and written;
- Excellent writing, presentation and reporting skills;
- Excellent communication, facilitation, analytical and diplomatic skills;

Additional skills

- Knowledge of the other OIE official working language (French and/or Spanish) is an asset;
- Relevant experience working in remote areas is an asset;
- Demonstrated experience in analysis, reporting and writing on animal health issues
- Good acquaintance and knowledge of subregion countries cultures traditions and social heritage in animal raising traditions

Interpersonal skills

- Fluent in Arabic and English languages (speaking, reading, and writing)
- Good organisational understanding, including the ability to set priorities and work on tight deadlines
- Ability to identify key information, conduct critical analyses, and synthesise logical proposals or advice
- Situational intelligence and excellent communication skills, including advocacy, on sensitive topics
- Proactive attitude and information sharing to prevent situations and seize opportunities that may be useful to the OIE
- Ability to work under pressure, and to efficiently prioritize work across multiple parallel tasks;
- Strong work ethic, and ability to motivate enthusiasm and participation from key stakeholders
- Strong team orientation, self-motivated, focused and driven
- Willingness and ability to work in a multi-cultural environment with sensitivity and respect for diversity
- Proven effective organisational skills and ability to handle work in an efficient and timely manner, defining priorities and meeting deadlines

Working conditions

The position is based at the OIE Regional Representation in Abu Dhabi (United Arab Emirates). It requires long hours in a seated position at a computer.

General information

The OIE places high value on a multicultural and positive work environment.

The OIE is an equal opportunity employer and welcomes applications of all qualified candidates, irrespective of their ethnic origin, gender, opinions or beliefs.

OIE staff members are international civil servants under the authority of the Director General. They may be assigned to any activity or department of the Organisation.

Women are encouraged to apply.

This is a full-time position at the OIE Regional Representation in Abu Dhabi (United Arab Emirates) that is available from _____ 2020.

If you are interested in the position, please complete your application online by _____ at the latest by clicking on the link below.

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