

# We are Hiring now!



## Junior Biodiversity Advisor (Internal Announcement)

Our model for success is a better life for everyone and purposeful tasks for our employees. For more than 50 years, the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), as a company of the German Federal Government, has been supporting the implementation of development policy goals worldwide. In Lao PDR, GIZ is currently implementing a large number of projects focusing on rural development, conservation of nature and natural resources as well as sustainable economic development. If you want to make a difference in the world and develop yourself in the process, you've come to the right place. The Protection and Sustainable Use of Forest Ecosystems and Biodiversity (ProFEB) Project, a part of the Lao-German Cooperation and commissioned by German Federal Ministry for Economic Cooperation and Development and financially supported co-financing from the EU, is currently seeking **one (1) qualified Laotian candidate** for the positions of **Junior Biodiversity Advisor**, based in **Vientiane Capital** starting as soon as possible.

### MAIN TASK AND RESPONSIBILITIES:

Support the technical and organisational implementation of the biodiversity conservation component of ProFEB (50%), including:

- Supporting specific ongoing and future activities for the implementation of the biodiversity conservation component, such as the development of an action plan to reduce illegal wildlife trade.
- Plan and organize meetings and workshops on national, provincial, and local levels.
- Contribute to the development of knowledge products, presentations, and publications for the implementation of the project.
- Perform other functions or activities as requested by the supervisors.

Support the technical and organisational implementation of the measures and activities of the global project "Strengthening the national implementation of the Global Biodiversity Targets (GBF Implementation)" on national and local levels (50%).

### GENERAL QUALIFICATIONS:

- University Degree at Bachelor Level in Development Planning or related fields.
- At least 1 years of professional experience in a comparable position.
- Familiarity with administrative tasks, including audit-proof procurement, financial management, travel and contracting processes.
- Familiarity with capacity development approaches.
- Experience in organizing meetings and workshops.
- Experience with cooperating with counterparts at national level.
- Gender competence (e.g. relevant instruments and approaches).
- Good working knowledge of ITC technologies (related software, phone, fax, email, the internet) and computer applications (e.g. MS Office).
- Very good knowledge of the English language.
- High perceptiveness, independence, conflict ability, loyalty.
- Good communication skills.
- Willingness to upskill as required by the tasks to be performed – corresponding measures are agreed with management.

## EMPLOYEE BENEFIT

- Attractive and competitive salary with long-term employment and career development.
- Additional allowances: Pi Mai bonus, performance-related bonus, communication allowance, lodging allowance, relocation allowance, travel allowance (for remote posting); Social benefits: health and accident insurance, NSSF, eyeglasses, annual dental and medical check-up.
- 20 days of annual leave entitlement plus Lao public holiday including compensation days (15 days).

## HOW TO APPLY

Interested qualified candidates are invited to download the [GIZ Application Form](#) and send the completed form including the cover letter and CV together with relevant certificates and references by email to [job-gizlaos@giz.de](mailto:job-gizlaos@giz.de), HR Division of GIZ Office Vientiane, by stating **the exact job title in the subject by 16:30 pm on 18<sup>th</sup> November 2024**.

Please read [Our Data Privacy Notice](#), which provides further information on the data we store, and about your rights, before you continue with your application.

**Gender equality is one of the key values of GIZ and of the work we do.**

**Applications from women, persons from diverse culture background, and with disabilities are most welcome.**



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