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กรมทรัพยากรน้ำ  
เลขรับ 3382  
วันที่ 26 มี.ค. 2554  
เวลา 12:56 น.  
๑๘๐/๓ ถนนพระราม ๖ ซอย ๓๔  
แขวงสามเสนใน เขตพญาไท  
กรุงเทพฯ ๑๐๔๐๐

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กองการเจ้าหน้าที่  
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เรื่อง รับสมัครงานตำแหน่งต่างๆ ของ MRCS ๔ ตำแหน่ง

๑) เรียน อธิบดีกรมประชาสัมพันธ์

สิ่งที่ส่งมาด้วย สำเนาโทรสารสำนักงานเลขาธิการคณะกรรมการแม่น้ำโขง เลขที่ MK-OSV ๐๑๐/๑๑  
ลงวันที่ ๑๗ มกราคม ๒๕๕๔ พร้อมรายละเอียด Job Description รวมจำนวน ๑๔ หน้า

ด้วย สำนักงานเลขาธิการคณะกรรมการแม่น้ำโขง (Mekong River Commission Secretariat : MRCS) มีความประสงค์จะรับสมัครงานตำแหน่งต่างๆ ๔ ตำแหน่ง คือ

๑. Social Science Programme Officer ประจำแผนงานสิ่งแวดล้อม กองสิ่งแวดล้อม  
ปฏิบัติงาน ณ สาธารณรัฐประชาธิปไตยประชาชนลาว

๒. Senior Aquatic Ecology Specialist ประจำแผนงานสิ่งแวดล้อม กองสิ่งแวดล้อม  
ปฏิบัติงาน ณ สาธารณรัฐประชาธิปไตยประชาชนลาว

๓. Senior Hydrologist ประจำแผนงานการบริหารจัดการองค์ความรู้และข้อมูล  
ข่าวสาร กองสนับสนุนวิชาการ ปฏิบัติงาน ณ ราชอาณาจักรกัมพูชา

๔. Operations Manager ประจำแผนงานการบริหารจัดการและบรรเทาอุทกภัย  
กองสนับสนุนวิชาการ ปฏิบัติงาน ณ ราชอาณาจักรกัมพูชา

โดยผู้สมัครจะต้องมีคุณสมบัติตาม Job description ดังมีรายละเอียดปรากฏในสิ่งที่ส่งมาด้วย

กรมทรัพยากรน้ำ ในฐานะสำนักเลขาธิการคณะกรรมการแม่น้ำโขงแห่งชาติไทย และเป็นหน่วยงานกลางในการประสานงานภายใต้กรอบความร่วมมือ MRC จึงขอเชิญชวนเจ้าหน้าที่ผู้สนใจ และมีคุณสมบัติตรงตาม Job Description ซึ่งสามารถดูรายละเอียดและสามารถ Download MRC Personal History Form ได้จาก [www.mrcmekong.org](http://www.mrcmekong.org) และส่งใบสมัครพร้อมประวัติส่วนบุคคล และรูปถ่ายมายังกรมทรัพยากรน้ำ หรือทาง Email address : [tnmc@dwr.mail.go.th](mailto:tnmc@dwr.mail.go.th) ภายในวันที่ ๑๐ กุมภาพันธ์ ๒๕๕๔ ทั้งนี้ เพื่อกรมทรัพยากรน้ำจะได้ประสานงานให้ MRCS พิจารณาดำเนินการต่อไป

จึงเรียนมาเพื่อโปรดพิจารณา

ขอแสดงความนับถือ

(นายชัยพร ศิริพรไพบูลย์)

รองอธิบดี ปฏิบัติราชการแทน

อธิบดีกรมทรัพยากรน้ำ

เขียน ดูนอร์รี่  
วิไลลักษณ์  
๒๗ มี.ค. ๕๔

สำนักประสานความร่วมมือระหว่างประเทศ

โทร. ๐ ๒๒๗๑ ๖๐๐๐ ต่อ ๖๖๑๗, โทรสาร. ๐ ๒๒๗๑ ๖๑๖๕

กนบ. 167

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# Mekong River Commission

Office of the Secretariat in Phnom Penh (OSP)  
576 National Road, #2, Chak Angre Kram,  
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Office of the Secretariat in Vientiane (OSV),  
Office of the Chief Executive Officer  
184 Fa Ngoum Road,  
P.O. Box 6101, Vientiane, Lao PDR  
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## FACSIMILE

REF FAX NO: MK- OSV010/11  
To: Facsimile No.: 662-298 6605  
Bangkok, Thailand

Date: 17 January 2011  
Number of page(s): 14  
(including this page)

Dear Sir,

### Subject: Vacancy announcement for 4 positions (Re-announcement)

The MRC Secretariat would like to re-announce for 4 vacant positions including Social Science Programme Officer, Senior Aquatic Ecology Specialist, attached to the Environment Division, Senior Hydrologist, attached to the Information and Knowledge Management Programme, and Operations Manager, attached to the Flood Management and Mitigation Programme. We would therefore like to forward to you the vacancy announcement and the job descriptions for the above-mentioned positions for your kind consideration and action.

The vacancies announcement will soon be advertised in The Nation newspaper. In order to access a larger pool of candidates, the Secretariat will post the vacancies on well-known national job-listing websites including [www.jobsdb.com](http://www.jobsdb.com), [www.jobthai.com](http://www.jobthai.com), MRCS Recruitment Channels Network, and will obtain the applications of potential candidates from head-hunting companies. We would be grateful if you could widely and actively distribute these vacancies to relevant ministries and line agencies.

The closing date for all applications is 3 February 2011. We would appreciate it if you could forward the applications to the MRCS by 17 February 2011 so that the recruitment can be processed according to its timeline.

Thank you for your continued support.

Yours sincerely

Jeremy Bird  
Chief Executive Officer  
MRC Secretariat

Permanent Secretary  
Ministry of Natural Resources and Environment  
Vice-Chairman of Thai National Mekong Committee  
Member of the MRC Joint Committee for Thailand  
Thai National Mekong Committee  
Department of Water Resources  
180/3 Rama 6 Road, Soi Phibul Watana Building  
Phayathai, Bangkok 10400 Thailand

BOU WO. SIV.

Handwritten signature

Handwritten signature and date 19 JAN 2011



## *Mekong River Commission*

The role of MRC is to co-ordinate and promote co-operation in all fields of sustainable development, utilization, management and conservation of the water and related resources of the Mekong Basin.

MRC Secretariat is looking for dynamic professionals to fill the following positions:

- 1. Social Science Programme Officer**  
*Environment Programme, Environment Division*  
**Post level: M-11(Re-announcement)**  
*(The position is based in the office of the secretariat in Vientiane, Lao PDR)*
- 2. Senior Aquatic Ecology Specialist**  
*Environment Programme, Environment Division*  
**Post level: M-12 (Re-announcement)**  
*(The position is based in the office of the secretariat in Vientiane, Lao PDR)*
- 3. Senior Hydrologist**  
*Information and Knowledge Management Programme, Technical Support Division*  
**Post level: M-12 (Re-announcement)**  
*(The position is based in the Office of the Secretariat in Phnom Penh, Cambodia)*
- 4. Operations Manager**  
*Flood Management and Mitigation Programme (FMMP), Technical Support Division*  
**Post level: M-12 (Re-announcement)**  
*(The position is based in the Office of the Secretariat in Phnom Penh, Cambodia)*

The job descriptions and other information can be obtained at MRC website <http://www.mrcmekong.org>. Women are encouraged to apply. Only short-listed candidates will be notified.

**Closing date for applications: 18 FEBRUARY 2011**

Only nationals of Cambodia, Lao PDR, Thailand and Viet Nam are eligible to apply. The application should include a cover letter outlining clearly how the candidate meets the requirements of the position. The post title needs to be indicated in the application letter. In addition to the cover letter, the applicant should include his/her detailed CV and MRC Personal History Form and send to the National Mekong Committee in the applicant's home country.

**Cambodia National Mekong Committee**  
P.O.Box 623, 364 Monivong Blvd.,  
Sangkat Phsar Doerm Thkouv, Khan Chamkar  
Mon, Phnom Penh, Cambodia  
Tel. (855-23) 216 514 Fax. (855-23) 218 506  
E-mail: [ou\\_sophanna@cnmc.gov.kh](mailto:ou_sophanna@cnmc.gov.kh)

**Lao National Mekong Committee**  
Prime Minister's Office, Vientiane, Lao PDR  
Tel. (856-21) 260 981-3 Fax. (856-21) 260 984  
E-mail: [lnmc@lnmc.gov.la](mailto:lnmc@lnmc.gov.la)

**Thailand National Mekong Committee**  
Department of Water Resources  
180/3 Rama 6 Road, Soi Phibul Watana Building  
Phayathai, Bangkok 10400 Thailand  
Tel. (66-2) 271 6165, 271 6620  
Fax. (66-2) 298 6605  
E-mail: [tnmc@dwr.mail.go.th](mailto:tnmc@dwr.mail.go.th)

**Viet Nam National Mekong Committee**  
23 Hang Tre, Ha Noi, Viet Nam  
Tel. (84-4) 825 4785 Fax. (84-4) 825 6929  
E-mail: [vnmc\\_personnel@gmail.com](mailto:vnmc_personnel@gmail.com)



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## JOB DESCRIPTION

Updated: January 2011

**Title:** Programme Officer  
**Functional Title:** Social Science Specialist, Environment Programme  
**Division:** Environment Division (ENV)  
**Level:** M-11<sup>i</sup> (Riparian professional)  
**Duration:** One-year contract renewable  
**Location:** Office of the Secretariat, Vientiane Lao PDR  
**Reporting to:** Programme Coordinator, Environment Programme

### 1. THE MEKONG RIVER COMMISSION

The Mekong River Commission (MRC) was established by the 1995 *Agreement on Co-operation for the Sustainable Development of the Mekong River Basin*, between the governments of Cambodia, Laos, Thailand and Viet Nam. In accordance with this Agreement, the Mission of MRC is: "To promote and coordinate sustainable management and development of water and related resources for the countries' mutual benefit and the people's well being by implementing strategic programmes and activities and providing scientific information and policy advice".

### 2. THE ENVIRONMENT DIVISION AND PROGRAMME

The Environment Division and Programme generates data, information and knowledge in order to balance economic development and environmental conservation in decision-making. In addition to establishing systems for monitoring the Basin's environmental health, improving policies and legislation, and encouraging co-operation among the riparian countries, the programme is also charged with increasing environmental awareness amongst the public. The MRC Climate Change and Adaptation Initiative is newly established under the Environment Division.

### 3. JOB SUMMARY

Under the overall supervision of the Division Director the Environment Division, direct supervision of the Environment Programme Coordinator and advised by the Chief Technical Advisor of the Environment Programme, the Programme Officer for Social Science coordinates activities related to social science components of the MRC Environment Programme and works closely with other MRC programmes particularly but not limited to the Basin Development Plan Programme (BDP), the Fisheries Programme (FP) and the Climate Change and Adaptation Initiative (CCAI) to strengthen the social science capacity of the MRC.

### 4. KEY TASKS

The incumbent performs the following tasks:

- Provides leadership, technical advice and coordination on the social science components of the MRC Environment programme, including surveys and analysis and compilation of existing information;
- Plans and supervises the implementation of MRC Environment Programme activities related to social science, socio-economics including social impact monitoring and vulnerability assessment, socio-economic data and knowledge on people's livelihood;

- Establishes and maintains close collaboration with external partners and key MRC programmes to ensure the necessary outreach and cross-cutting implementation of the activities related to the social-economic aspects of the MRC activities;
- Assess the technical quality of activities, outputs and outcomes of the social science activities and suggest changes and revisions as appropriate;
- Reviews and edits (as necessary) technical reports pertaining to social issues for the Programme;
- Manages administrative tasks related to key duties (preparation/reviewing TORs, draft reports, etc.);
- Prepares annual workplans and progress and performance reports and other routine reports in accordance with MRC Procedures and specific requirements on activities related to social science activities;
- Maintains regular communication with the National Mekong Committees (NMCs), related line agencies, national experts and other related organizations in riparian countries on social science aspects of the MRC Environment Programme;
- Works as a team member in the overall planning, implementation management and reporting of Environment Programme activities;
- Performs any other duties as assigned by the supervisor and the Environment Division Director.

#### 5. SCOPE OF AUTHORITY

- (a) **Supervision requirements:** The incumbent has no supervision mandate to the staff of the Environment Programme and the Environment Division, but is responsible for his/her outputs to be carried out in line with the Environment Division's and MRCS requirements.
- (b) **Level of autonomy:** Has no decisions making, but directly delivers qualified technical support under his/her respective activities.
- (c) **Level of problem solving required:** Problem solving can be complex and the incumbent should display initiative and creativity.
- (d) **Level and type of communications required:** Communications are wide, both within and outside of the organisation, very good spoken and written skill are required for this position.

#### 6. COMPETENCE REQUIREMENTS

- (a) **Core Values:** Integrity, professionalism and respect for diversity.
- (b) **Core Competencies:** Communication, teamwork, planning and organizing, accountability, creativity, client orientation, commitment to continuous learning, and technological awareness.
- (c) **Managerial Competencies:** Vision, leadership, empowering others, building trust and managing performance.

#### 7. POST-SPECIFIC QUALIFICATIONS

- Master degree or higher in social science, rural development, anthropology, human geography or similar with focus on issues of relevance to environment, water resources management and people's livelihood;
- At least 10 years relevant experience in work that has relevance to peoples dependence on aquatic resources, livelihood strategies, social surveys, statistical analysis of social data, and analysis of socio-economic conditions;
- Experience with and good knowledge on the interlinkages between environment, natural systems, economic development and livelihood in a sustainable development context and in the Mekong context;
- Experience within development project planning, management, implementation and reporting; experience in preparation of annual work plans and budgets, and the use of a logical framework for summarising and guiding implementation is an advantage;
- Experience with and ability to work through networks and implement activities in a multiple partner context;
- Experience with and good knowledge of the Mekong Riparian countries and the Mekong River basin and experience in working in a multicultural and international environment;
- Fluency in written and spoken English and at least one of MRC riparian languages is essential.

8. SIGNATURES

Incumbent: \_\_\_\_\_ ( \_\_\_\_\_ ) Date: \_\_\_\_\_

Division Director: \_\_\_\_\_ ( \_\_\_\_\_ ) Date: \_\_\_\_\_

**Brief information on remuneration**

The remuneration package, *subject to change*, includes (i) annual net base salary exempt from tax by Laos authorities, starting at US\$ 26,580 (M-11, step 1); (ii) Monthly fluctuation and removable Devaluation Allowance (10% of basic salary for the month of Jan 2011); (iii) MRC's contribution to staff member's Provident Fund of 14% of basic salary upon completion of 3 years in service; (iv) Contribution of MRC to Health and Accident insurances (on shared basis with employee); (v) other entitlements and benefits such as dependency allowance, 6 weeks' annual vacation; sick leave, maternity leave etc.

Non-resident staff members receive an additional (i) 7% of basic salary for Post Adjustment allowance; (ii) 7% of basic salary for Hardship allowance; (iii) Rental subsidy of 40% of the rent rate up to maximum of US\$ 6,000 annual; (iv) Education Grant of 75% of max. Expense of US\$ 13,000; (v) Travel cost and Shipment expenses on assignment and upon separation; (vi) other entitlements and benefits such as Relocation Grant allowance, Home Leave Travel, Education Grant Travel, etc.

The duration of the assignment of MRC Riparian Professional Staff is up to maximum 6 years according to *1995 Mekong Agreement and Procedural Rules*.



# Mekong River Commission

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Office of the Secretariat in Vientiane (OSV),  
Office of the Chief Executive Officer  
184 Fa Ngoum Road,  
P.O. Box 6101, Vientiane, Lao PDR  
Tel: (856-21) 263 263. Fax: (856-21) 263 264

## JOB DESCRIPTION

Updated: January 2011

<b>Title:</b>	Senior Programme Officer
<b>Functional Title:</b>	<b>Senior Aquatic Ecology Specialist</b>
<b>Division:</b>	Environment Division
<b>Level:</b>	<b>M-12<sup>1</sup></b> (Riparian Professional)
<b>Contract type:</b>	Fixed-term appointment
<b>Duration:</b>	One-year contract renewable
<b>Location:</b>	<b>MRC Secretariat, Vientiane, Lao PDR</b>
<b>Reporting to:</b>	Programme Coordinator, Environment Programme

### 1. THE MEKONG RIVER COMMISSION AND MRC SECRETARIAT

The Mekong River Commission (MRC) was established by the 1995 *Agreement on Co-operation for the Sustainable Development of the Mekong River Basin*, between the governments of Cambodia, Laos, Thailand and Viet Nam. In accordance with this Agreement, the **Mission** of MRC is: "To promote and coordinate sustainable management and development of water and related resources for the countries' mutual benefit and the people's well being by implementing strategic programmes and activities and providing scientific information and policy advice."

The MRC Secretariat is the operational arm of the MRC. It provides technical and administrative services to the JC and the Council to achieve the MRC's mission.

### 2. THE ENVIRONMENT DIVISION

The Environment Division generates data, information and knowledge in order to balance economic development and environmental conservation in decision-making. In addition to establishing systems for monitoring the Basin's environmental health, improving policies and legislation, and encouraging co-operation among the riparian countries, the programme is also charged with increasing environmental awareness amongst the public.

### 3. JOB SUMMARY

Under overall supervision of the Division Director the Environment Programme, direct supervision of Programme coordinator and advised by Chief Technical advisor, the incumbent is responsible for planning, implementation and monitoring of activities related to aquatic ecosystems, aquatic biology, aquatic biological monitoring and biodiversity conservation activities including but not limited to the management and administration of the MRC Environment Programme.

### 4. KEY TASKS

The incumbent performs the following tasks:

- Provides leadership and technical advice on aquatic ecosystems and biodiversity issues, especially in the areas of aquatic biology, aquatic biological monitoring, biodiversity conservation, ecosystem services and related issues of the Environment Programme;

- Provides technical inputs to aquatic ecosystems and biodiversity issues, especially in the areas of aquatic biology, aquatic biological monitoring, biodiversity conservation and ecosystem services (preparation of TOR , workshops, proposals, plans, reports, training courses etc);
- Initiates and manages connections with organizations and projects involved with aquatic ecosystems issues, especially in the areas of aquatic biology, aquatic biological monitoring, biodiversity conservation, ecosystem services and related issues relevant to the MRC;
- Assess the technical quality of outputs related to aquatic ecosystems issues, especially in the areas of aquatic biology, aquatic biological monitoring and biodiversity, ecosystem services and suggest and undertake revisions as appropriate;
- Prepare progress and technical reports with regard to the aquatic ecosystems and biodiversity issues, especially in the areas of aquatic biology, aquatic biological monitoring, biodiversity conservation activities, ecosystem services and other routine reports requested by the supervisor; and
- Performs other duties as assigned by the supervisor.

## 5. ACHIEVEMENT EXPECTATIONS

To effectively serve and meet the requirements of technical and administrative inputs to aquatic ecosystem and biodiversity issues and aquatic biology, aquatic biomonitoring activities under the Environment Division, MRCS.

## 6. SCOPE OF AUTHORITY

- (a) **Supervision requirements:** The incumbent has no supervision mandate to the staff of the Environment Division, but is responsible for his/her outputs to be carried out in line with the Environment Division's requirements.
- (b) **Level of autonomy:** Has no decisions making, but mainly provides technical support to his/her respective activities under the Environment Programme.
- (c) **Level of problem solving required:** Problem solving can be complex and the incumbent must display initiative and creativity.
- (d) **Level and type of communications required:** Communications are wide, both within and outside of the organisation, and extensive written documentation is required of the position.

## 7. COMPETENCE REQUIREMENTS

- (a) **Core Values:** Integrity, professionalism and respect for diversity.
- (b) **Core Competencies:** Communication, teamwork, planning and organising, accountability, creativity, client orientation, commitment to continuous learning, and technological awareness.

## 8. POST-SPECIFIC QUALIFICATIONS

- MSc/MA or higher in aquatic science, biological science or natural science with a focus on ecology and biodiversity issues, especially in the areas of aquatic biology, biological monitoring of aquatic systems and biodiversity conservation or other related fields.
- At least 12 years relevant experience on aquatic ecosystems issue, especially in the areas of aquatic biology, biological monitoring of aquatic systems and biodiversity conservation related to aquatic ecosystems.
- Experience with and good knowledge of the Mekong riparian countries and the Mekong River Basin with a proven experience of working in an international environment.
- Knowledge/experience within development project planning, programming, execution, strategy formulation, project preparation and project management work including procurement of services and contracting. Experience in project management, including preparation of annual

work plans and budgets, and use of a logical framework for reporting, evaluating and monitoring.

- Experience working with government institutions and/or regional organizations in MRC member countries with a focus on institutional strengthening and capacity building activities.
- Experience in biological monitoring, aquatic ecology management and biodiversity conservation, Environmental Flows management and impacts of climate change on aquatic ecosystems for river basins is an advantage.
- Ability to work and co-operate in a multicultural and international environment.
- Proficiency in written and spoken English. Working knowledge of one or more riparian languages is desirable.

#### 9. SIGNATURES

The incumbent: \_\_\_\_\_ (date)

Programme Coordinator: \_\_\_\_\_ (date)

#### **<sup>i</sup> Brief information on remuneration**

The remuneration package, *subject to change*, includes (i) annual net base salary exempt from tax by Lao authorities, starting at US\$ 33,121.00 (M-12, step I); (ii) Monthly fluctuation and removable Devaluation Allowance (10% of basic salary for the month of Jan 11); (iii) MRC's contribution to staff member's Provident Fund of 14% of basic salary upon completion of 3 years in service; (iv) Contribution of MRC to Health and Accident insurances (on shared basis with employee); (v) other entitlements and benefits such as dependency allowance, 6 weeks' annual vacation; sick leave, maternity leave etc.

Non-resident staff members receive an additional (i) 7% of basic salary for Post Adjustment allowance; (ii) 7% of basic salary for Hardship allowance; (iii) Rental subsidy of 40% of the rent rate up to maximum of US\$ 6,000 annual; (iv) Education Grant of 75% of max. expense of US\$ 13,000; (v) Travel cost and Shipment expenses on assignment and upon separation; (vi) other entitlements and benefits such as Relocation Grant allowance, Home Leave Travel, Education Grant Travel, etc.

The duration of the assignment of MRC Riparian Professional Staff is up to maximum 6 years according to *1995 Mekong Agreement and Procedural Rules*.

**THE MRCS RESERVES THE RIGHT TO APPOINT A CANDIDATE AT A LEVEL LOWER THAN THE ADVERTIZED LEVEL OF THE POST.**



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184 Fa Ngoum Road,  
P.O. Box 6101, Vientiane, Lao PDR  
Tel: (856-21) 263 263. Fax: (856-21) 263 264

## JOB DESCRIPTION

Updated: January 2011

**Title:** Senior Specialist  
**Functional Title:** Senior Hydrologist  
**Division:** Technical Support Division  
**Level:** M-12<sup>1</sup> (Riparian Professional)  
**Location:** MRC, Office of Secretariat in Phnom Penh (OSP)  
**Reporting to:** Coordinator of Information and Knowledge Management Programme

### 1. THE MEKONG RIVER COMMISSION

The Mekong River Commission (MRC) was established by the 1995 *Agreement on Co-operation for the Sustainable Development of the Mekong River Basin*, between the governments of Cambodia, Laos, Thailand and Viet Nam. In accordance with this Agreement, the **Mission** of MRC is: "To promote and coordinate sustainable management and development of water and related resources for the countries' mutual benefit and the people's well being by implementing strategic programmes and activities and providing scientific information and policy advice."

### 2. THE TECHNICAL SUPPORT DIVISION / IKMP

The Technical Support Division works towards the implementation of the Flood Management and Mitigation Programme (FMMP), and Information and Knowledge Management Programme (IKMP).

The IKMP work is to improve data, information and knowledge management and ensure mutual beneficial water and related resources utilisation in the Lower Mekong River Basin while maintaining its ecological balance. In order to accomplish these objectives, the IKMP is creating a solid foundation of data, information and knowledge products, systems and services that supports the goals of the Mekong River Commission. The rationale of the IKMP is to provide services to MRC member Countries and MRC programmes by establishing a common data, information and knowledge base. The Programme consists of GIS and Database Team, Modelling Team, and Hydrology Team.

### 3. JOB SUMMARY

Under the overall supervision of the Director of TSD and under direct supervision of IKMP Coordinator, the Senior Hydrologist supervises all ongoing tasks assigned to Hydrology Team. The Senior Hydrologist oversees the management, production, and distribution of MRC hydro-meteorological information.

### 4. KEY TASKS

The incumbent performs the following tasks:

- Ensures that allocated resources are effectively and efficiently used for the production of MRC hydro-meteorological information;
- Develops and implements the hydro-meteorological and related projects for the improvement of the MRC hydro-meteorological database including the telemetry system, and to provide relevant technical trainings, as and when required;

JD – Senior Hydrologist IKMP

- Advises on the execution and budget control of the IKMP projects under the Hydrology Team;
- Supervises the hydrological studies required for other MRC programmes;
- Assures an adequate provision of services and information to MRC Divisions, riparian agencies and other partners;
- Supervises the processing and publication of the hydrological year book;
- Ensures the quality and up-to-date of the hydro-meteorological information of the MRC database;
- Conducts and carries out scientific hydrological studies and investigation in the Mekong River Basin in collaboration with relevant staff, divisions, riparian counterpart and line agencies, regional and international organisations and institutions;
- Co ordinates with other Divisions to achieve MRC objectives. Contributes to other programme developments, taskforces and working groups as assigned;
- Performs other relevant duties as assigned by the supervisor.

#### 5. SCOPE OF AUTHORITY

- (a) **Supervision requirements:** The incumbent supervises Hydrology staff including project managers and is responsible for their on-the-job training and performance appraisal to be carried out in line with MRC policy.
- (b) **Level of autonomy:** Most decision-making is final, subject only to the cursory review and approval of others.
- (c) **Level of problem solving required:** Problem solving ranges from routine to relatively complex and the incumbent must display initiative and creativity.
- (d) **Level and type of communications required:** Communications are wide, both within and outside of the organisation, and a variety of written documentation is required of the position.

#### 6. COMPETENCE REQUIREMENTS

- (a) **Core Values:** Integrity, professionalism and respect for diversity.
- (b) **Core Competencies:** Communication, teamwork, planning and organising, accountability, creativity, client orientation, commitment to continuous learning, and technological awareness.
- (c) **Managerial Competencies:** Vision, leadership, empowering others, building trust, managing performance, and judgement/decision-making.

#### 7. POST-SPECIFIC QUALIFICATIONS

- Post-graduate degree in engineering; water resources, hydro-meteorology or related discipline;
- At least 10 years experience in applied hydrology. Knowledge/experience of the Mekong River Basin hydrology is an advantage;
- Good knowledge and professional experiences in a broad range of hydrological, water balance analysis and hydrological modelling or computer modelling techniques as applied to river-system simulation and flood forecasting;
- Demonstrated project management skills including formulation, planning, programming, execution;
- Knowledge of MRC and its activities and experience of working in an international environment are advantages;
- Excellent command of verbal and written English.

**8. SIGNATURES**

Incumbent: \_\_\_\_\_ ( \_\_\_\_\_ ) \_\_\_\_\_ (date)

Supervisor: \_\_\_\_\_ ( \_\_\_\_\_ ) \_\_\_\_\_ (date)

**i Brief information on remuneration**

The remuneration package, *subject to change*, includes (i) annual net base salary exempt from tax by Lao authorities, starting at US\$ 33,121.00 (M-12, step I); (ii) Monthly fluctuation and removable Devaluation Allowance (10% of basic salary for the month of Jan 11); (iii) MRC's contribution to staff member's Provident Fund of 14% of basic salary upon completion of 3 years in service; (iv) Contribution of MRC to Health and Accident insurances (on shared basis with employee); (v) other entitlements and benefits such as dependency allowance, 6 weeks' annual vacation; sick leave, maternity leave etc.

Non-resident staff members receive an additional (i) 7% of basic salary for Post Adjustment allowance; (ii) 7% of basic salary for Hardship allowance; (iii) Rental subsidy of 40% of the rent rate up to maximum of US\$ 6,000 annual; (iv) Education Grant of 75% of max. expense of US\$ 13,000; (v) Travel cost and Shipment expenses on assignment and upon separation; (vi) other entitlements and benefits such as Relocation Grant allowance, Home Leave Travel, Education Grant Travel, etc.

The duration of the assignment of MRC Riparian Professional Staff is up to maximum 6 years according to *1995 Mekong Agreement and Procedural Rules*.

THE MRCS RESERVES THE RIGHT TO APPOINT A CANDIDATE AT A LEVEL LOWER THAN THE ADVERTIZED LEVEL OF THE POST.

**7. POST-SPECIFIC QUALIFICATIONS**

A post-graduate degree in water resources management, engineering in the field of hydrology / hydraulics or related fields

At least 10 years of experience including experience at senior management level, preferably in a multi-cultural or international organization

Experience in complex project planning, programming, execution and coordination

Possess good project management, communication, organizational and coordination skills

**Language:** Excellent command of verbal and written English and one riparian language is a must

Signed: \_\_\_\_\_ Division Director, TSD                      Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Incumbent    Date: \_\_\_\_\_

**<sup>i</sup> Brief information on remuneration**

The remuneration package, *subject to change*, includes **(i)** annual net base salary exempt from tax by Lao authorities, starting at US\$ 33,121.00 (M-12, step I); **(ii)** Monthly fluctuation and removable Devaluation Allowance (10% of basic salary for the month of Jan 11); **(iii)** MRC's contribution to staff member's Provident Fund of 14% of basic salary upon completion of 3 years in service; **(iv)** Contribution of MRC to Health and Accident insurances (on shared basis with employee); **(v)** other entitlements and benefits such as dependency allowance, 6 weeks' annual vacation; sick leave, maternity leave etc.

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