

# **NOTICE FOR VACANCY**

## **Technical Assistance on Epidemiology to the ongoing COVID-19 Response Activities**



**World Health  
Organization**

Representative Office  
for the Philippines

### **1. Summary**

The World Health Organization Philippines (WHO Philippines) is looking for an individual contractual partner who will serve as Technical Assistant on Epidemiology to the ongoing Coronavirus Disease 2019 (COVID-19) Response Activities in the Philippines, under a Special Services Agreement (SSA) contract.

The submission of applications is due by 10 May 2023.

### **2. Background**

The WHO Country Office for the Philippines has been working closely with the Government through the Department of Health in responding quickly to the COVID-19 pandemic in the country. This collaboration has included analysing multiple sources of data to facilitate evidence-based response measures.

While cases continue to be detected across all 17 Regions of the Philippines, an increased emphasis on AgRDTs and shifting public risk perception impact interpretation of COVID-19 case trends. Use of multisource surveillance is thus critical to understanding trends in transmission, severity, and impact of response measures. There is also a need to strengthen surveillance efforts nationally, with an emphasis on sustainable systems that can be maintained beyond the acute phase of the response.

To strengthen the response to COVID-19, the WHO Philippines is continuing the support to DOH through technical assistance in analysis, interpretation, and reporting at the national and sub-national levels. Given the evolving COVID-19 situation in the country, stronger response operations through sustained technical support is needed to meet the epidemiological surveillance needs for COVID-19 in the Philippines.

### **Outbreak Response**

The purpose of this Special Services Agreement (SSA) contract is to support effective country response operations in the COVID-19 pandemic. As part of the Incident management team, this individual will work with a technical focus on surveillance and epidemiology, working in support of the Department of Health (DOH) Philippines.

### **3. Timeline**

The contract period is from **1 June 2023 to 31 December 2023**. Depending on availability of funds and satisfactory work the contact can be extended.

#### **4. Place of Assignment**

The incumbent will be based in Manila, Philippines with the option of limited remote support (except in the scenario that travel restrictions are reinstated, limiting relocation).

#### **5. Scope of Work**

Under the overall supervision of the Incident Manager (IM) and WHO Representative to the Philippines (WR), and under the guidance of the Information and Planning Pillar Lead, the incumbent will provide technical and operational assistance to the COVID-19 response activities in the Philippines for surveillance and epidemiology and to:

- Support conduct of risk assessments for the ongoing situation in the Philippines at the national and sub-national level;
- Provide support in preparing epidemiological summaries to be presented through Power Point Presentations and briefing notes to assist stakeholders effectively plan and implement COVID-19 response measures;
- Provide technical support and build the capacity of the DOH to strengthen the surveillance system for rapid detection of COVID-19 cases and clusters and to implement response measures;
- Conduct in-depth investigation of multiple data sources to verify reported data on cases, health care utilization, and mortality including all-cause mortality, with an emphasis on capacity building;
- Provide technical support and assist in the monitoring/surveillance systems for detection, verification and response to COVID-19 and other public health incidents; ensuring efficiency of data collection, correlation, analysis, interpretation and timely reporting;
- Collate and verify data on reported outbreaks or rumors received from multiple sources, conduct retrospective analysis of reported incidents: determine trends, distribution patterns;
- Support the epidemiologic analysis for universal health care (UHC);
- Conduct Event-based surveillance and maintain a register of signals for pandemic and epidemic prone disease;
- Support the delivery of training in assessing transmissibility, severity, and impact of SARS-CoV-2 variants of concern; and
- Perform any other incident-specific related duties, as required by the IM / WHE Team Lead or WHO Country Representative.

#### **Deliverables:**

- Inputs to Bi-Weekly Situation Reports (Sitreps)
- Submission of monthly DTR
- Submission of a report at the end of the contract

#### **6. Specific Requirements**

- Experience in leading and implementing case identification, investigation and contact tracing efforts.
- Sound knowledge and skills in database management and statistical analysis, secondary data review, survey design and implementation, monitoring and evaluation systems design or use, and public health information management.

- Proven ability to multitask across various planning and implementation processes within a highly demanding environment, with a strong ability to synthesize information to inform action.
- Demonstrated knowledge, competency and professional skills on the public health aspects of infectious disease control, epidemic and pandemic preparedness and response with particular attention to application of an all-hazard approach in the context of the International Health Regulations (2005)
- Knowledge and experience in the use of event-based and indicator-based surveillance, as well as descriptive epidemiology and principles of public health in communicable disease surveillance and response.

## **7. Qualifications**

The contractual partner must fulfil the following qualifications:

### **Education and Certifications**

- Essential: First university degree in public health, epidemiology, statistics, or database management from an accredited/recognized institute.
- Desirable: Advanced university degree in public health, epidemiology or statistics. Specialized training in epidemiology, health management, or humanitarian interventions.

### **Work Experience**

- Essential: A minimum of one year of relevant experience, at the national and international levels, in planning, developing, managing and monitoring technical programmes or operations or financial reporting, in a public health or humanitarian international context.
- Desirable: Experience with the UN system or other international organizations is an advantage.

### **Skills / Technical skills and knowledge:**

- Excellent inter-personal skills, diplomacy and tact to communicate effectively with senior officials, multiple stakeholders and professionals
- Excellent analytical, planning and organizational skills
- Ability to work collaboratively in a multicultural environment with limited supervision
- Ability to work under pressure

### **Language requirements:**

- Fluent written and spoken English required.
- Fluent written and spoken Filipino is highly desirable.

### **Other Skills:**

- Good computer skills in Microsoft office, EPI Info, Stata, R or any other statistical software package and Geographic Information System (GIS)

## **8. Competencies**

The following competencies are mandatory:

- Building and promoting partnerships across the organization and beyond
- Moving forward in a changing environment

- Ensuring the effective use of resources
- Fostering Integration and teamwork
- Communication in a credible and effective way

#### **9. Other Requirements**

The contractor (both the institution and any individuals engaged in this work) shall have no direct or indirect involvement or interest, in any form, in arms dealing, drugs, alcohol industry, the tobacco industry, or human trafficking. The contractor and personnel involved in this work shall have no conflicts of interest in relation to the work being undertaken.

#### **10. Ethical and Professional Standards**

- WHO prides itself on a workforce that adheres to the highest ethical and professional standards and that is committed to put the WHO Values Charter into practice.
- WHO has zero tolerance towards sexual exploitation and abuse (SEA), sexual harassment and other types of abusive conduct (i.e., discrimination, abuse of authority and harassment). All members of the WHO workforce have a role to play in promoting a safe and respectful workplace and should report to WHO any actual or suspected cases of SEA, sexual harassment, and other types of abusive conduct. To ensure that individuals with a substantiated history of SEA, sexual harassment or other types of abusive conduct are not hired by the Organization, WHO will conduct a background verification of final candidates

#### **Confidentiality Statement**

All input from participants and all related documents about the project are confidential and must NOT be handed over to third parties. The contractual partner should advise the participants on how to opt out or withdraw their statement(s) if needed. The DOH and WHO have exclusive ownership of all documents, and only the DOH and WHO has the right to disseminate any information outside the agreed project's scope

#### **11. Medical Clearance**

The selected Consultant will be expected to provide a medical certificate of fitness for work.

#### **12. Travel**

The Consultant may be expected to travel within the country to carry out mission/s, if needed.

#### **13. Submission Requirements**

Interested individuals should submit electronic copies of the following:

- Cover letter
- Curriculum vitae

Address all applications to:

**Dr Rui Paulo de Jesus**

WHO Representative to the Philippines  
Ground Floor, Building 3, Department of Health  
San Lazaro Compound  
Rizal Avenue, Sta Cruz, Manila

Please submit the electronic copy of the application with the title: **Technical Assistance on Epidemiology to the ongoing COVID-19 Response Activities** to Mrs Ying Chen ([cheny@who.int](mailto:cheny@who.int)) with a copy to [wpphlwr@who.int](mailto:wpphlwr@who.int). Applications submitted to the designated email addresses will be considered for shortlisting and will be contacted by the WHO Philippines.

The deadline for submission of applications is on **10 May 2023**.