

VACANCY ANNOUNCEMENT

The programme “Cooperation for the Enhancement of Southern African Development Community (SADC) Regional Economic Integration” (CESARE), has been commissioned by the German Government (BMZ) and is a cooperation project with the Southern African Development Community, represented by the SADC Secretariat. CESARE III supports SADC in its goal to strengthen regional economic integration and development and thereby contribute to the SADC industrialisation and regional integration agenda. The programme is further implemented in cooperation with the national governments of SADC member states, associations and companies of the private sector and civil society. One of the focus areas of the programme is to enhance private sector participation in the region and support regional economic integration in the areas of trade and industrialisation through the development of value chains within the agro-processing, pharmaceutical and medical products sectors. Under the component Value Chain Development (VCD), the CESARE programme addresses key concerns that are currently impeding industrialisation in the SADC region. By addressing both market failures, coordination and linkages failures between national and regional sphere, as well as between the public and private sectors. The component supports the development of both the Leather Value Chain (LVC) and the Pharmaceutical and Medical Technology (Pharma MedTech) Value Chain.

The position described below is situated within the Pharmaceutical and MedTech value chain which aims to enhance the private sector by:

- Evaluating and promoting the production of inputs such as active pharmaceutical ingredients (API) and packaging materials,
- Strengthening market access and dissemination of pharmaceutical market information
- Improving manufacturing outputs and business operational efficiency,
- Supporting the attainment and maintenance of acceptable good manufacturing practice (GMP) standards
- Enhancing collaboration between private-sector pharmaceutical manufacturers and academic institutions to develop academic programmes that address the existing skills gap in the sector
- Facilitating access to affordable, flexible, innovative financing arrangements for spearheading pharmaceutical manufacturing projects

Therefore, the Value Chain Development Component – Pharmaceutical and Medtech value chain, within the “Cooperation for the Enhancement of the SADC Regional Economic Integration (CESARE)” invites suitably qualified, innovative individuals who are agile, flexible, and highly motivated to apply for the following

1. INTERN: PHARMACEUTICAL AND MEDTECH VALUE CHAIN

Job Title : Intern
Salary Grade : Professional, Band 1
Location : Gaborone, Botswana
Place : GIZ CESARE - VALUE CHAIN DEVELOPMENT COMPONENT
Duration : 01.08.2025 - 31.01.2026

A. RESPONSIBILITIES:

You will be under the supervision of the VCD Project Manager. The overall goal of your work is to provide the project with support to effectively implement activities, as outlined below:

- Support the VCD PMT project team in the planning, monitoring, communication, and reporting of project activities.
- Participate in meetings with internal and external stakeholders and take accurate notes and minutes.
- Assist in the preparation, organisation, and implementation of workshops, stakeholder meetings, staff meetings, and other project events including logistics management, survey design, and monitoring of participant feedback.
- Support the development of communication materials such as fact sheets, PowerPoint presentations, and videos.
- Contribute to activities across the VCD PMT project's thematic areas: pooled procurement, SADC medicines regulatory harmonisation, private sector development, skills development, and sexual and reproductive health and rights (SRHR).
- Contribute to activity planning by drafting Terms of Reference (ToRs), concept notes, and other supporting documents.
- Assist in maintaining project files, tracking deliverables, and updating internal monitoring tools and databases.
- Support the coordination and follow-up of consultancy assignments, including communication with consultants and tracking of deliverables

B. REQUIREMENTS:

Qualification

- Bachelor's/Master's degree in economics, Public Health, Public Policy, International Relations, Development Studies or equivalent

Professional experience

- At least 6 months of professional experience in providing support in project management, research and/or communications in an international organisation or non-profit organisation.

Other knowledge, additional competences

- Strong and demonstrated interest in the areas of International Development, Public Health, Sexual and Reproductive Health and Rights, HIV and Pharmaceutical sector in the SADC region.
- Knowledge and experience of working with statistics databases (national, regional and international publications and databases)
- Excellent written and oral communication skills in English.

- Excellent ability to work in a structured manner and deliver tasks following deadlines.
- Good conceptual and analytical skills.
- Ability to work in a dynamic and intercultural team and social competence.
- Very good knowledge of ICT technologies and computer applications. Microsoft Excel and Teams required. Additional digital tools for project management, data analysis and/or communication will be an advantage.

Applicants who apply should enclose motivation letter, current CV, certified copies of certificates, ID/Omang, and two traceable references. Only candidates who meet eligibility criteria will be shortlisted and contacted

Applications should be addressed to: The Head of Human Resources
P / Bag X12, Village
Gaborone

E-mail address: hr-botswana@giz.de

Closing date for application is **14 July 2025**.

GIZ Botswana is an equal opportunity employer, therefore it encourages applications from all qualified and eligible candidates regardless of their gender, religion/beliefs, origin, disability and/or any other minority group. We are committed to creating an inclusive working environment for all employees.