

VACANCY ANNOUNCEMENT

As a federal enterprise, the **Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH** supports the German Government in achieving its objectives in the field of international cooperation for sustainable development. GIZ currently provides advisory services to the Government of Viet Nam in three priority areas: Vocational training, environmental policy and sustainable use of natural resources, and energy. For further information, please visit www.giz.de/viet-nam.

The joint Vietnamese-German technical cooperation programme “Reform of Technical Vocational Education and Training in Viet Nam II” (TVET Programme) aims to better align TVET in Viet Nam to the changing world of work. It is funded by the German Ministry of Economic Cooperation and Development (BMZ) with counterpart funds from the Vietnamese Government. The implementing agencies are the GIZ and the Directorate of Vocational Education and Training (DVET) under the Ministry of Labour, Invalids and Social Affairs (MoLISA). In order to reach the project’s objective, three main outputs have to be achieved:

- Output 1: State actors, TVET staff, TVET institutes and the business sector are interconnected.
- Output 2: The regulatory framework of TVET is aligned to the requirements of the changing world of work
- Output 3: The concept of High-Quality TVET institutes is successfully implemented in selected TVET institutes.

Thereby, the TVET Programme contributes to the improvement of the supply of demand-orientated qualified workforce in Viet Nam. The TVET Programme is looking for qualified national candidate to fill the following position:

Project Assistant “TVET”

Duty station: LILAMA 2, Dong Nai, Viet Nam

Contract duration: 01. August 2022 until 31. December 2023

Main responsibilities:

- Supporting the project manager in the implementation of Development Partnerships with the Private Sector (DPP) and vocational training cooperation with the business sector
- Supporting the project manager for achieving expected project objectives, indicators and milestones within DPPs between GIZ and national and international companies in the field of vocational training
- Supporting the project managers in planning, organising and implementing activities in the field of metal technology implemented within the framework of DPPs and the Component “Supporting High-Quality TVET Institutes”
- Cooperating closely with team members of the GIZ Programme Reform of TVET in Viet Nam and with its public and private partners in TVET
- Complying with the code of conduct of GIZ
- Participating in monitoring, evaluating and reporting of activities, outputs and impact

Minimum requirements:

- Bachelor’s Degree (Bsc/BA) or comparable qualification in an area that is related to the responsibilities and tasks
- Verified knowledge and skills in common IT and communication applications such as MS Office, MS Outlook, MS Teams
- Vietnamese language as a mother tongue with verified proficiency in English. Knowledge of German would be an asset
- Minimum 2 years of professional work experience in the field of human resource development in the vocational training sector and/or in the business sector with comparable responsibilities and tasks
- Advanced knowledge of the Vietnamese TVET system and of other international training system would be an asset
- Professional work experience in GIZ and/or with other international development organisations such as UN, EU, DFAT, USAID as well as work experience with the private sector would be a strong advantage
- Excellent verbal and written communication skills and social competence
- Constructive and creative thinking ability
- Proactive problem detection and solving attitude
- Good planning and organisational skills

- Self-motivated with efficient and conscientious working style
- Willingness for self-improvement and further education
- Independent-minded and good ability to work autonomously and in teams

Successful candidates will enjoy good working conditions in a friendly and creative working environment, open corporate culture, competitive benefits and compensation, and good training and professional development possibilities.

Interested qualified candidates are invited to send the GIZ Application form in English, copies of relevant certificates and references, either by email (to hr-giz@giz.de) or by post (to **GIZ Office Hanoi**, 6th Floor Hanoi Towers, 49 Hai Ba Trung Street, Hanoi, Vietnam), **before 01st July 2022**.

Note: Please state “**Application for Project Assistant – LILAMA2**” in the subject line or on the envelope. Short-listed candidates will be contacted within 4 weeks after the deadline. Telephone contact is not encouraged.

Please visit our page [Career Opportunities-GIZ Viet Nam](https://www.giz.de/en/worldwide/109163.html) at <https://www.giz.de/en/worldwide/109163.html> to download the GIZ Application Form.

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