



MINISTRY OF HEALTH



**VACANCY ANNOUNCEMENT
ADMINISTRATIVE ASSISTANT
MONITORING AND EVALUATION SPECIALIST
RISK COMMUNICATION AND COMMUNITY ENGAGEMENT SPECIALIST**

Project number: P173799, P131290

Project name: Mongolia COVID-19 Emergency Response and Health System Preparedness Project, E-Health Project

Implementing organization: Ministry of Health

Financer: World Bank International Development Association

The Ministry of Health is announcing the following three (3) vacancies with the Integrated Project Implementation Unit of the above Projects: Administrative Assistant; Monitoring and Evaluation Specialist; Risk Communication and Community Engagement Specialist.

Detail terms of reference and minimum qualification criteria, and other information can be found at <http://ehp.mn/>.

HOW TO APPLY

Interested individuals are requested to prepare the following documents and submit the application to below email address no later than 16:00 hours of 20 January 2022:

1. Curriculum vitae (CV) in English and Mongolian languages.
2. Copies of diploma and certificates to prove education, specialization and knowledge.
3. At least 2 reference letters to prove the required skills and on successful completion of similar scope and nature assignments from previous clients.
4. Cover letter expressing your interest in the position with statement of the skills and abilities.

Integrated Project Implementation Unit, COVID-19 Emergency
Response and Health System Preparedness Project, E-Health Project
Room 1103, Ayud tower, Olympic street, 1st Khoroo, Sukhbaatar District
Phone: 77077793, E-mail: amarsanaa@ehp.mn

Submitted documents shall not be returned. Only shortlisted individuals will be contacted.