



JOB VACANCIES

Achieving Health Nigeria Initiative (AHNi) is a non-profit organization that promotes socio-economic development by supporting global health and economic initiatives in Nigeria. AHNi as a sub sub-recipient (SSR) to FHI360 under the Global Fund grant will be working in 10 States (Adamawa, Borno, Bauchi, Taraba, Yobe, Jigawa, CrossRiver, Rivers, Bayelsa and Akwa Ibom). The Global Fund Round 9 phase 2 grants focuses on the scaling up *Gender sensitive prevention, treatment, care and support interventions for adults and children in Nigeria* We are seeking qualified candidates for the following position:

Position Title	Contract Type	No. Reqd.	Location(s)
Senior Technical Officer, M&E	Full term	1	Abuja
Senior Finance & Admin Officer	Full term	1	Abuja
Senior Program Officer	Full term	1	Abuja
State Coordinator	Full term	10	Adamawa, Akwa- Ibom, Bauchi, Bayelsa, Borno, Cross-River, Jigawa, Rivers, Taraba & Yobe.
Finance & Administrative Assistant	Full term	2	Abuja
Assistant Technical Officer, Pharmacy	Full term	1	Abuja
Assistant Technical Officer, Lab. Services	Full term	1	Abuja
Assistant Technical Officer	Full term	6	Akwa-Ibom, Bauchi, Bayelsa, Borno, Cross River and Taraba
Community Health Intern	One Year	10	Adamawa, Akwa-Ibom, Bauchi, Bayelsa, Borno, Cross River, Jigawa, Rivers, Taraba & Yobe.
Monitoring & Evaluation Intern	One Year	10	Adamawa, Akwa-Ibom, Bauchi, Balyesa, Borno, Cross River, Jigawa, Rivers, Taraba & Yobe
Lab. & Pharmacy Intern	One Year	10	Adamawa, Akwa-Ibom, Bauchi, Bayelsa, Borno, Cross River, Jigawa, Rivers, Taraba & Yobe

The Senior Technical Officer, M&E will provide professional services in the design and implementation of monitoring and evaluation for the Global Fund Project. S/he will work with others at the Country Office and AHNi office as well as local implementing partners to ensure that monitoring and evaluation activities are appropriate and meet the donor and project's M&E needs.

Minimum Recruitment Standards:

- MB.BS/MD/PHD or similar degree with 3 to 5 years relevant experience in project-level or state/national-level monitoring and evaluation system implementation for Global Health Initiatives.
- Or MPH or MS/MA in relevant degree with 5 to 7 years relevant experience in project-level or state/national-level monitoring and evaluation system implementation for Global Health Initiatives.
- Or BS/BA in statistics, pharmacy, microbiology, monitoring and evaluation or in relevant degree with 7 to 9 years relevant experience in project-level or state/national-level monitoring and evaluation system implementation for Global Health Initiatives.

- Familiarity with Nigerian public sector health systems and NGOs and CBOs is highly desirable

The Senior Finance & Admin Officer will be responsible for accounting, finance and overall administration for GF Project Nigeria and will ensure compliance with the contractual requirements of the project with the objective of providing professional accountancy services consistent with generally accepted accounting principles.

Minimum Recruitment Standards:

- BS/BA in Accounting, Finance, Business Administration, or related field and a minimum of 9 years relevant experience with at least 5 years in international development programs.
- or MS/MA in Business Administration, Social Sciences or related field and a minimum of 7 years relevant experience with at least 5 years in international development programs.
- Possession of CPA, ACA, ICAN, or recognized equivalent is required.
- Expert knowledge of USAID and other donor regulations is required

The Senior Program Officer as a member of the Program Management Team, supports the Director Programs in providing oversight, coordination, monitoring and reporting of all Global Fund activities in the assigned S/W states, in addition to this, provide management support to the Global Fund Project and IAs focusing on work plans, sub agreement management, periodic fund requests, review of MFRs/SFRs, and reporting, develop and oversee execution of systems for initiation, implementation, monitoring, amendment and close out of all GF IAs' sub agreements

- BS/BA in public health, business administration, health sciences, behavioral sciences or its recognized equivalent with 7 – 9 years of relevant experience with international development programs. Or MS/MA degree in public health, business administration, health sciences, behavioral sciences or its recognized equivalent with 5 – 7 years relevant experience with international development programs. Demonstrated success in multicultural environments is required
- Familiarity with Nigerian public sector health systems and NGOs and CBOs is highly desirable.

State Coordinator forms part of the strategic team that directs the operations of GF Project in assigned state offices. S/He is responsible for program planning, implementation, monitoring and reporting of the interventions implemented by GF and its Partners in the assigned state Offices. S/He is accountable for judicious use of all resources entrusted with GF Project and its Partners in the assigned state Offices.

Minimum Recruitment Standards:

BS/BA in public health, business administration, health sciences, behavioral sciences or its recognized equivalent with 7 – 9 years of relevant experience with international development programs. Or MS/MA degree in public health, business administration, health sciences, behavioral sciences or its recognized equivalent with 5 – 7 years relevant experience with international development programs. Demonstrated success in multicultural environments is required.

Finance & Administrative Assistant will support the Administrative & Finance Officer as well as the departmental staff in the provision of administrative and logistical services for GF Project.

Minimum Recruitment Standards:

- University degree, recognized equivalent or HND. Familiarity with administrative and secretarial skills is an advantage. Familiarity with International NGO is an advantage. Experience with large complex organization preferred.
- Familiarity with Nigerian public sector health systems and NGOs and CBOs is highly desirable.

Assistant Technical Officer, Pharmacy will assist in the provision of technical support to build the capacity of local implementing agencies and state counterparts to carry out pharmacy services and other activities and create effective linkages with facility based pharmacy services

Minimum Recruitment Standards:

- Bachelor's degree in any of the Sciences, Pharmacy, Microbiology, Public Health, Nursing or related field with 1-3years post NYSC public health experience at the state or community level or in the private health sector.
- Pharmacy experience and ability to understand full range of issues around Pharmacy.
- Familiarity with Nigerian public sector health systems and NGOs and CBOs is highly desirable

Assistant Technical Officer, Lab. Services will assist the Technical Officer (Lab. Services) in providing technical support and implement high quality laboratory services on the GF Project.

Minimum Recruitment Standards:

- BS in Laboratory services or related field with 3-5 years post national youth service experience and minimum of 2 years in provision of laboratory support for HIV/AIDS .
- Knowledge of comprehensive laboratory procedures, diagnosis and management related to HIV/AIDS care and treatment is required.
- Familiarity with Nigerian public sector health system and NGOs is highly desirable.

Community Health Intern will work with others in the state office and local implementing partners to ensure that state community outreach and other demand side interventions are implemented in accordance with donor requirements, supporting the planning and implementation of community interventions and ensure proper documentation.

Minimum Recruitment Standards:

- HND/BS/BA in statistics, pharmacy, microbiology, monitoring and evaluation or in any other relevant degree; or Ordinary National Diploma with relevant experience in Monitoring and Evaluation or data management
- Familiarity with Nigerian public sector health system and NGOs is highly desirable

Assistant Technical Officer will work with the country office, state-level staff & government counterparts and IAs to provide support and guidance on program/project monitoring and evaluation activities and on donor and Government of Nigeria reporting requirements. Provide support to the sites in the state, including interacting with site Program Managers, M&E focal points, M&E officers of SACA/SASCP, other Implementing Agencies and local research groups on needs and ensuring that these parties understand and can support these requirements

Minimum Recruitment Standards:

- BS/BA in statistics, pharmacy, microbiology, laboratory sciences, monitoring and evaluation or in relevant degree with at least 1 year relevant experience in Monitoring and Evaluation, data management, Program management and Health Systems strengthening project in general
- Familiarity with Nigerian public sector health system and NGOs is highly desirable

Monitoring & Evaluation Intern will work with others in the state office and local implementing partners to ensure that state monitoring and evaluation activities are appropriate and meet the donor and project's M&E needs, keeping track of received program data and source documents.

Minimum Recruitment Standards:

- HND/BSc./BA in statistics, pharmacy, microbiology, monitoring and evaluation or in any other relevant degree; or Ordinary National Diploma with relevant experience in Monitoring and Evaluation or data management.
- Familiarity with Nigerian public sector health system and NGOs is highly desirable

Lab-Pharmacy Intern will work with others in the state office and local implementing partners to ensure that state laboratory, pharmacy and health commodities logistics activities are implemented in accordance with donor requirements, keeping track of received program data and source documents

Minimum Recruitment Standards:

- HND/BS/BA in statistics, pharmacy, microbiology, monitoring and evaluation or in any other relevant degree; or Ordinary National Diploma with relevant experience in Monitoring and Evaluation or data management.
- Familiarity with Nigerian public sector health system and NGOs is highly desirable

Method of application: Please forward **your resume (cv) and an excel document in the format below in a single email.**

Position Title	Location	First Name	Middle Name	Surname	Highest Education (Ph.D, Masters, Bsc)	Discipline	Other Degree	Yrs of Exp.	NGO Exp.	Certification/ License	Professional Affiliation
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AHNI-M&EJobs@ahnigeria.org for STO, M&E, M&E Interns.

AHNi-F&AJobs@ahnigeria.org for Senior Finance & Admin Officer, Finance Administrative Assistant

AHNi-ProgMgtJobs@ahnigeria.org for Senior Program Officer, State Coordinator

AHNi-PCTJobs@ahnigeria.org for Assistant Technical Officer-Pharmacy, Lab-Pharmacy Intern, Community Health Intern, Assistant Technical Officer

AHNiLabJobs@ahnigeria.org for Assistant Technical Officer, Lab. Services

Vacancy closes 10 days after this publication. AHNi is an Equal Opportunity Employer.

Only applications sent electronically (i.e. by e-mail) with the job title and location clearly indicated as the subject of the mail will be considered and only short listed candidates will be contacted.

Disclaimer:

AHNi does not charge candidates a fee for a test or interview.