

GHD|EMPHNET Project Management Office Internship Opportunity

Developing and Strengthening Epidemiological Workforce to Effectively Address Epidemics and Other Major Public Health Problems in The Eastern Mediterranean Region.

Opportunity

The project will be targeting Bangladesh, India, Egypt, Iraq, Jordan, Morocco, Pakistan, Sudan, Tunisia, and Yemen. GHD|EMPHNET will support intermediate FETPs cohorts in Bangladesh, Egypt, Morocco, and Sudan. GHD|EMPHNET will also conduct frontline FETP (PHEP-BFE) cohorts and training courses specially customized for COVID-19 in Iraq and Yemen.

The project's objective is to strengthen Regional Field Epidemiology Training Program (FETP) Networks. The project's overall goal is to contribute to the global effort by assisting EMR countries in building and strengthening the epidemiological workforce to address epidemics and other major public health problems effectively.

Working alongside specialists, the intern will learn how to develop a project workplan. The intern will get the best insight into how to identify and manage the risks. Additionally, s/he will learn how to suggest mitigation methods to avoid converting the risk to an issue. The intern will have the opportunity to build a network with the team by attending bi-weekly meetings with the team, supporting them in taking the minutes of meeting, and following up on the implementation.

The duties that the intern will undertake during the internship are -but not- limited to:

1. Support in placing and monitoring the events on Projects Events
2. Liaise with technical officers on collecting technical reports upon completing the events
3. Participate in preparing the minutes of meeting MOM of the biweekly meetings
4. Participate in developing projects briefs
5. Participate in preparing the needed statistics of the project as per the direction of the Project Manager
6. Participate in monitoring the project's documentation on the project center

Minimum Education Requirements:

Bachelor's or Graduate student of Public Health, Social Sciences, Pharmacy, Doctor of Pharmacy, Industrial Engineering, Business Administration or any other scientific field, or a fresh graduate in these fields.

Preferred Skills:

- Knowledgeable and can use Microsoft Office productivity tools.
- Good Research and writing skills.
- Communication and organization skills.
- English proficiency is a must.

This is a virtual opportunity.

The project can begin as early as **January 16, 2022**, pending interest.

How to Apply:

Send a resume and a cover letter to Ms. Dana Shalabi: internships@emphnet.net. Interested applicants should send their applications before **January 9**.

Note: This is an unpaid position.