

**Institute of Epidemiology, Disease Control and Research (IEDCR)  
DGHS, Ministry of Health and Family Welfare**

**Carrier Opportunity**

**Position & number:**

1. Disease Surveillance Consultant- 01
2. Bio-Safety & Biosecurity Consultant- 01
3. Veterinary Consultant- 01
4. Emergency Operation Center Consultant- 01
5. AMR Surveillance Consultant- 01
6. Out-Break Investigation & Response Consultant- 02
7. IT Consultant- 01
8. Project Facilitator (PF) - 10
9. Laboratory Technologist- 02
10. Data Assistant- 02

Institute of Epidemiology, Disease Control and Research (IEDCR), DGHS under Ministry of Health and Family Welfare (MOHFW), Government of the People's Republic of Bangladesh in collaboration with U.S. Centers for Disease Control and Prevention (US-CDC) implementing a project titled **“Strengthening Public Health Actions for Emerging Infectious events in Bangladesh”**. The objective of this project is to build up a sustainable Emerging Infectious events prevention and control network in the country. For the proper implementing of the project activities IEDCR is looking for 22 competent persons against 10 positions.

**Details of Job description are available below.**

Suitable applicants are to submit application, online through website of the institute or directly in-person at IEDCR Office during Office-hours 9am-5pm (working days) at Room 220 (AO IEDCR) or by mail to the Director, IEDCR mentioning the name of the position applied for on the envelope. Only short-listed candidates will be contacted.

**IEDCR email: info@iedcr.gov.bd**

**Application submission deadline: 17:00hrs, 28<sup>th</sup> August, 2016**

**Director**

Institute of Epidemiology, Disease Control and Research (IEDCR)  
DGHS, MoHFW, Mohakhali, Dhaka-1212.

**All applicants should submit the following:**

1. Application to the Director by mentioning the post applied for and justification in favor
2. Curriculum Vitae (CV)
3. 01 (One) passport size recent photograph (taken within last 6 months)
4. Photocopy of National ID-Card
5. Photocopy of all qualification certificates
6. Photocopy of experience certificates

**NB:** All photocopies must be attested by Class-I *Gazette Officer*

## Terms of Reference of Consultants for GHSA project

**Title of the post: IT Consultant**

**Number of post: 01**

**Job type:** Contractual Service Agreement

**Duty Station:** IEDCR, Dhaka, Bangladesh

**Travel Requirement:** Field visit for during networking and as per need

**Educational qualification:**

- Four-year Bachelor's degree in computer science & technology or equivalent qualifications in the relevant discipline from any recognized university.
- MCSA or MCP Certification will be of added value

**Experience:**

- At least five years working experience in IT field
- Extensive practical experience of working in the area of public health especially in the area of research/survey.
- Knowledge regarding installation, configure and maintenance of network

**Desirable skills:**

- Work requires the extensive use of-experience of working with Oracle based or other ERP systems, EPI info or SPSS.
- Knowledge regarding GIS software and mapping
- Capacity to create and maintain web based and SQL based software

**Responsibilities:**

- Responsible to setup an upgraded and coordinated networking system among IEDCR and sentinel sites
- Prepare the software for a web-based reporting system
- Establish a network of data sharing among IEDCR, other national laboratories, including livestock laboratories and tertiary level hospital and sentinel site laboratories.
- Setup a web-based interface for regular reporting to provide disease-specific information that is requested as part of the reporting requirements of the network.
- Coordinate and arrange for training for concerned personnel including doctors, lab technicians and statisticians.
- Analyze reports from all reporting sites
- Give technical support for trouble shooting for IEDCR surveillance related activities

- As needed s/he will visit to surveillance sites for any trouble shooting.
- Regular epidemiology data compilation
- Regular AMR, HAI and other surveillance data compilation, analysis and reporting
- Laboratory data compilation
- Synchronization both data
- Uploading to the IEDCR website
- Support for preparing and uploading Epidemiological bulletin
- Support to IEDCR IT department
- Any other activities assigned by project director.

**Annual Salary:** Annual consolidated salary will be 9,36,000.00 BDT (inclusive of taxes). No other benefit/ festival bonus will be given. During field visit, regular TA & DSA will be given as per rules of Government of Bangladesh (GoB).

**Age limit:** Maximum age limit is 45 years. For extra ordinary experienced and qualified/ potential candidates, age limit can be relaxed and considered but not exceeding 50 years.