Project Manager- HCV Programme
Yaoundé, Cameroon

FIND is an international non-profit organization based in Geneva, Switzerland. The organization is dedicated to activities that result in: 1) new diagnostic tools; 2) expanded access to these tools; and 3) strengthened diagnostic testing capacity for poverty-related diseases in low- and middle-income countries.

Your mission:
We seek a consultant Project Manager with a sound experience in hepatitis C and/or HIV case management in Cameroon, with previous experience in managing complex health projects. You will be the focal point for our recently established Hepatitis project in Cameroon, which aims to remove diagnostic barriers that prevent the country from scaling up hepatitis C care and supporting global HCV prevention, care, and treatment goals. The position is based in Yaoundé, Cameroon and the project will run until January 31, 2020.

Your responsibilities:
Your primary responsibility will be to coordinate and manage FIND’s hepatitis C project activities in Cameroon, in collaboration with multiple international and local partner organizations. Your responsibilities include:

Project Management
- Coordinate country activities to achieve deliverables in hepatitis C screening and treatments, within time and budgetary targets
- With FIND Senior Project Manager HCV / HIV, ensure proper in-country project and resource planning, procurement, budget and risk management
- Manage, troubleshoot and document progress and donor requirements (project plans, project status reports, grant reports, M&E framework reports, and meeting minutes)
- Maintain regular communication with FIND team and in-country stakeholders.
- Coordinate in-country stakeholder meetings and partner meetings
- Coordinate and ensure timely collection of data collection for project-related M&E activities
- Organize project management meetings and support the teams in resolving project issues

Coordination of clinical/demonstration trials and registration activities, and communicate evidence, at national level
- Assist with clinical trials, demonstration trials and registration of new diagnostics tools at national level
- Communicate evidence obtained through presentations to various audiences
- Work with the Ministry of Health and national stakeholders to develop and implement hepatitis C case finding policies and guidelines

Laboratory trials and demonstration activities
- Assist in the hepatitis C laboratory testing trials, including registration and coordination with partner laboratories
- Assistance to FIND Lab coordinator on the various lab training activities
- Assistance in the review of lab reports, formal MOH communications and act as liaison between the MOH and FIND on laboratory issues

The position reports to the Senior Project Manager of Hepatitis C and HIV Programme.

www.finddx.org
Education, knowledge and skill requirements:

- At least 5 years hands-on project management experience in any medical/health field. Working experience with a INGO/NGO medical/health programme is an added advantage
- Medical degree or advanced post-graduate degree with major focus on public health and/or infectious diseases. MPH strongly desirable
- In-depth understanding of hepatitis C and/or HIV case management in Cameroon with previous work experience in-country directly with MoH/national programme
- Outstanding organizational skills with good sense of priorities
- Excellent communication and interpersonal skills, strong presentation skills
- Team player comfortable working in a multi-cultural environment
- Fluent in verbal and written English and ability to translate documents into English

Strongly preferred: sound knowledge in

- Clinical and demonstration trials
- Diagnostics or drugs regulatory environment
- HIV/TB Laboratory network system in Cameroon

Please mail a motivation letter and a detailed resume to hr@finddx.org.

Deadline to send your application: 15th December 2016

Please note that only applicants meeting the profile requirements will be personally contacted. Applications sent by recruitment agencies will not be considered.