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JSI/Zambia Internship

Posting Date: Jan 25, 2010

Application Deadline: Open until the position is filled

Position Type: Full-time

Company/Division: JSI/International

Hiring Manager: David Papworth

Location: Lusaka, Zambia

Salary: Commensurate with experience

Description:

John Snow, Inc. (JSI), contractor for the USAID | DELIVER PROJECT, a U.S. Government (USG) - funded global technical assistance project aimed at strengthening health supply chains in developing countries; and the Supply Chain Management System (SCMS) project, which assists developing countries in forecasting, quantifying & procuring HIV/AIDS commodities, has been allocated funds through the President's Emergency Plan for AIDS Relief to assist the Government of Zambia in the development and implementation of logistics systems required to procure and manage HIV/AIDS & other public health commodities.

JSI is recruiting for an intern to be based in Lusaka, Zambia. Duration of this internship is six months (negotiable). Intern will report to Senior Public Health Logistics Advisor.

Responsibilities:

Intern will be responsible for completing the following activities:

Improve Resource Allocation Process:

- *Assess and analyze the current process used to allocate staffing needs across project activities.
- *Based on the analysis, map out an improved resource allocation process and make recommendations to the senior management team for implementing the revised process.

Document Impact of Project Training Activities on MOH Attrition:

- *Review training databases and training team follow up activities to establish historical and current attrition rates of MOH staff trained by JSI/Zambia projects.
- *Compare results of above with overall MOH attrition rates and document in short written report.

Develop a Resource Center:

- *Establish a JSI/Zambia Resource Center, including a resource materials management system for:
 - i.maintaining an archive of presentations, reports, newsletters, bulletins, etc., used, produced or acquired both within the JSI/Zambia office and in external forums
 - ii.tracking, filing and backup of all relevant electronic and hard copy documents
 - iii.storage of media materials including audio, films and photos in a secure and easily accessible manner
- *Coordinate with technical teams to ensure resource materials coverage of logistics systems and related interventions across projects

Depending on interests/skills, perform other duties as may be assigned.

Qualifications:

- *Bachelor's degree in public health, international development, management or related field (required)
- *Working towards a master's degree in public health, international development, management or related field (required)
- *Experience in process mapping, process consultation, or other relevant areas of organization development (preferred)
- *The ability to work independently and take initiative
- *Willingness to learn and collaborate with others
- *Strong communication, interpersonal, and organizational skills
- *Good computer skills including and proficiency with Microsoft Office
- *Demonstrated experience living and working in a different culture is an advantage

TERMS AND CONDITIONS:

- * Airfare and in-country lodging costs will be covered by the Project
- * No additional stipend will be provided and the intern will be required to fund additional travel/living costs
- * The project will provide the intern with the necessary in-country logistical support to ensure that they undertake the scope of work with reasonable efficiency
- * JSI will assist financially with in-country traveling costs related to the scope of work, as necessary
- * JSI will provide international medical insurance for all interns.

The exact terms and conditions are subject to negotiation.

No phone calls please

Apply Online

JSI is an Equal Opportunity, Affirmative Action Employer committed to workplace diversity. Women and minority candidates are encouraged to apply. M/F/H/V/D

Questions? Email the Webmaster at webmaster@jsi.com

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