

คณะวิทยาศาสตร์ มหาวิทยาลัยนครสวรรค์
เลขรับ..... ๗๖/๑
วันที่..... 26 ม.ค. 2566
เวลา..... ๗.4๖

มหาวิทยาลัยนครสวรรค์
รับที่..... 00620
วันที่..... 23 ม.ค. 2566
เวลา..... 13.12๕

ด่วนที่สุด

ที่ นร ๑๔๐๓ (TNMCS)/๖๑๙๙

กองพัฒนาภาษาและกิจการต่างประเทศ
มหาวิทยาลัยนครสวรรค์
รับที่..... 0032
วันที่..... 23 ม.ค. 2566 เวลา..... 14:31



สำนักเลขาธิการคณะกรรมการแม่น้ำโขงแห่งชาติไทย
สำนักงานทรัพยากรน้ำแห่งชาติ
๘๙/๑๖๘-๑๗๐ ถนนวิภาวดีรังสิต
เขตหลักสี่ กรุงเทพฯ ๑๐๒๑๐

๑๗ มกราคม ๒๕๖๖

เรื่อง รับสมัครงานตำแหน่ง Head of Regional Flood Management and Mitigation Center

เรียน อธิการบดีมหาวิทยาลัยนครสวรรค์

สิ่งที่ส่งมาด้วย รายละเอียดงาน (Job description) ตำแหน่ง Head of Regional Flood Management and Mitigation Center และหลักเกณฑ์การรับสมัคร จำนวน ๑ ชุด

ด้วยสำนักงานเลขาธิการคณะกรรมการแม่น้ำโขง (Mekong River Commission Secretariat : MRCS) มีความประสงค์รับสมัครงานตำแหน่ง Head of Regional Flood Management and Mitigation Center โดยผู้สมัครจะต้องมีอายุไม่เกิน ๕๗ ปี ณ วันที่เริ่มงาน และปฏิบัติงาน ณ MRC Regional Flood Management and Mitigation Centre กรุงเทพมหานคร ราชอาณาจักรกัมพูชา ดังมีรายละเอียดงาน (Job description) และหลักเกณฑ์การรับสมัคร ปรากฏตามสิ่งที่ส่งมาด้วย ซึ่งสามารถดาวน์โหลดตาม QR Code ที่ปรากฏท้ายหนังสือฉบับนี้

ในการนี้ สำนักงานทรัพยากรน้ำแห่งชาติ (สทนช.) ในฐานะสำนักเลขาธิการคณะกรรมการแม่น้ำโขงแห่งชาติไทย ซึ่งทำหน้าที่เป็นหน่วยประสานงานกลางภายใต้กรอบความร่วมมือแม่น้ำโขง จึงขอความอนุเคราะห์หน่วยงานของท่าน โปรดประชาสัมพันธ์เชิญชวนผู้ที่สนใจ และมีคุณสมบัติตรงตามที่กำหนด โดยส่งใบสมัครพร้อมประวัติส่วนบุคคลและรูปถ่ายมายัง สทนช. หรือทางไปรษณีย์อิเล็กทรอนิกส์ fad.onwr@gmail.com ภายในวันพุธที่ ๘ กุมภาพันธ์ ๒๕๖๖ เพื่อรวบรวมส่งให้ MRCS ต่อไป

จึงเรียนมาเพื่อโปรดพิจารณาให้ความอนุเคราะห์ จะขอบคุณยิ่ง

ขอแสดงความนับถือ

(นายสุรสิทธิ์ กิตติมณฑล)

เลขาธิการสำนักงานทรัพยากรน้ำแห่งชาติ
เลขาธิการสำนักเลขาธิการคณะกรรมการแม่น้ำโขงแห่งชาติไทย

กองการต่างประเทศ
โทรศัพท์ ๐ ๒๕๕๔ ๑๘๐๐ ต่อ ๑๓๙๒
โทรสาร ๐ ๒๕๒๑ ๙๑๔๗



<https://shorturl.asia/dEef2>
QR Code สิ่งทีส่งมาด้วย

๒ เรียง อธิการบดี

ด้วย สำนักงานเลขาธิการคณะกรรมการแม่น้ำโขงแห่งชาติ
ไทย ขอประชาสัมพันธ์การรับสมัครงานตำแหน่ง Head of Regional
Flood Management and Mitigation Center และปฏิบัติงาน ณ
MRC Regional Flood Management and Mitigation Centre กรุง
พนมเปญ ราชอาณาจักรกัมพูชา โดยผู้สมัครจะต้องมีอายุไม่เกิน 57
ปี ณ วันที่เริ่มปฏิบัติงาน ทั้งนี้ ผู้ที่สนใจสามารถส่งใบสมัครพร้อม
ประวัติส่วนบุคคลไปยังสำนักงานเลขาธิการคณะกรรมการแม่น้ำโขง
แห่งชาติไทย ภายในวันที่ 8 กุมภาพันธ์ 2566 (รายละเอียดตาม
เอกสารแนบ)

จึงเรียนมาเพื่อโปรดพิจารณา และเห็นควรเวียนแจ้ง
หน่วยงานภายในมหาวิทยาลัยเพื่อประชาสัมพันธ์ต่อไป

รุ่งทพท
25 ม.ค. 2566

ลงชื่อ

(นายจักรกฤษณ์ เฟื่องปรารักษ์)

ผู้อำนวยการกองพัฒนาภาษาและกิจการต่างประเทศ

วันที่ 25 มกราคม 66

(/) ดำเนินการตามเสนอ

() อื่น ๆ

ลงชื่อ

(ดร. พิสุทธิ อภิขยกุล)

รองอธิการบดีฝ่ายวิเทศสัมพันธ์และการถ่ายทอดเทคโนโลยี

ปฏิบัติราชการแทน อธิการบดีมหาวิทยาลัยนครสวรรค์

วันที่ 25/1/66



JOB DESCRIPTION

Job Title:	Head of Regional Flood Management and Mitigation Center
Division/Office:	Technical Support Division, MRC Regional Flood Management and Mitigation Centre – Phnom Penh, Cambodia
Salary Level:	M-13
Date of Verification (If any):	December 2022

1. THE MEKONG RIVER COMMISSION AND MRC SECRETARIAT

The Mekong River Commission (MRC) was established by the 1995 Agreement on Co-operation for the Sustainable Development of the Mekong River Basin, between the governments of Cambodia, Lao PDR, Thailand and Viet Nam. The role of the MRC is to coordinate and promote cooperation in all fields of sustainable development, utilization, management and conservation of the water and related resources of the Mekong River Basin. The MRC Secretariat is the operational arm of the MRC. It provides technical and administrative services to the Joint Committee and the Council to achieve the MRC's mission.

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VISION for the Mekong River Basin:

An economically prosperous, socially just and environmentally sound Mekong River Basin

VISION for the Mekong River Commission:

A world class, financially secure, International River Basin Organization serving the Mekong countries to achieve the basin Vision

MISSION of the Mekong River Commission

To promote and coordinate sustainable management and development of water and related resources for the countries' mutual benefit and the people's well-being

MRCS values

- Integrity
- Transparency
- Mutual respect
- Professionalism
- Accountability
- Results orientation

2. JOB SUMMARY/JOB STATEMENT

The Jobholder is the Head of Regional Flood Management and Mitigation Center (RFMMC) located in Phnom Penh, Cambodia. He/she will assist and support the MRCS Director of the Technical Support Division (TD) in the day-to-day management of the RFMMC. He/she will be the technical lead and manager to oversee RFMMC work as well as to guide other RFMMC's specialists to achieve MRC's assigned outputs. He/she will work in close collaboration with the Chief Hydrologist and other members of the TD.

3. MAIN TASKS AND RESPONSIBILITIES

Responsible for the RFMMC's annual outputs and results through activities to:

- Provide inputs to update Flood Management Strategies.
- Provide technical inputs to the preparation of Drought Management Strategies.
- Work with the NMCs and national line agencies in member countries to ensure full participation of appropriate line agencies in the implementation of the Centre's activities.
- Provide technical inputs and support to facilitate and manage transboundary flood National Indicative Plans (NIPs) and Member Countries' joined-projects in Mekong basin's border areas.
- Provide management and monitoring of assigned staff on routine river flood and flash flood forecasting in flood season; river monitoring in dry season and make sure daily and weekly broadcasting of flood forecasting and river monitoring, and related information on MRC websites and relevant communication channels.
- Contribute and provide inputs to MRC's annual combined hydrological, flood and drought report.
- Provide technical and managerial inputs for the improvement/development of river flood and drought forecasting and flash flood guidance system.
- Provide technical input and support to technical staff to implement effectively all RFMMC's assigned development projects
- Ensure the preparation of technical reports, such as progress and activity reports and be responsible for RFMMC staff's performance assessments.
- Make sure annual work plan is made based on MRC Strategic Plans and basin emerging issues regarding to Mekong Basin's flood management and mitigation that includes anticipated regional workshops and capacity building activities and feasible implementation plans.
- Continuously identify progressive risks, key and emerging issues hampering the progress of RFMMC coordination and implementation including foreseen and/or actual deviations from the work plans, milestones and indicators, assess consequences, select and implement appropriate response measures;
- Make sure annual audits to be done in a most effective manner with high quality of Centre's operation and management.
- Strengthen networking with other international river basin organizations, global links, relevant organizations and technological resource centres around the world as well as to, in consultation and coordination with the Office of CEO, support fund mobilization for an enhanced Centre.

- Propose, advise, develop or implement other related duties as assigned by Division Director and MRC Chief Executive Officer.
- Be responsible for effective and efficient use of MRCS resources i.e. human, financial, assets, networks, partnerships, etc. and is in charge of the day to day management of the Centre

Competency KPIs:

Strategic-organizational

- Efficiently coordinate day-to-day operations, facilitate and implement the RFMMC implementation work plans, budget plans, technical studies, training and workshop schedules, etc. in a well-coordinated and harmonized manner;

Methods, technique

- Act as a sound chief technical advisor and office manager of the RFMMC and be an effective focal point for all RFMMC related information that goes beyond the individual RFMMC activities;
- Provide and coordinate sound technical inputs of MRC professional staff, consultants, national focal points and regional collaboration partners;
- Strengthen the network with other international river basin organizations and global links with relevant organizations and technological resource centres around the world;
- Continuously coach and transfer knowledge and skills to team members to build next leadership generation.

Personal-social factor

- Show profound leadership and managerial quality that focuses on good team work and effective delegation,
- Work to build trust and harmony within the team and with MRC at large.

Behaviour KPIs

- Be accountable to the MRC
- Be transparent in decision making
- Be cooperative and fair to all staff members
- Be punctual, professional and committed Head of the RFMMC
- Output-oriented, diplomatic and culturally sensitive
- Be ethical and follow closely MRC Oath of the Office.

Follow MRCS Rules and Procedures and encourages others staff to do so

4. SCOPE OF AUTHORITY

- a. **Supervision requirements:** The position will provide technically and managerial guidance to staff working at the RFMMP and is to report to the Division Director. Supervision of consultants and quality control are requested.
- b. **Level of autonomy:** Decision making follows defined procedures. The position is responsible for the proper spending of the Centre and make sure the Centre's accountability to MRCS.
- c. **Level of problem solving required:** Problem solving skill is complex and the incumbent must display sensitivity, initiative and creativity d
- d. **Level and type of communications required:** Communications are wide, within and outside the Centre and MRC, and require considerable oral and written skills with high English competency and fluency.

5. QUALIFICATION REQUIREMENTS

Certificate:	- University degree (Master or higher) in engineering, water resources, hydrology, hydro-meteorology or related discipline. A doctorate is desirable.
Additional Certificates:	- TOEIC certificate with 600 points and over is required. An equivalent internationally recognized certificate may also be considered.
Experience:	<ul style="list-style-type: none"> - Minimum 13-year experience in applied hydrology and water resources engineering; - Demonstrated ability to lead, manage and facilitate technical team members to work to achieve common objectives and goals to obtain concrete annual outputs and organizational budget; - Excellent knowledge and professional experiences in a broad range of water balance analysis and hydrological modelling or computer modelling techniques as applied to river-system simulation and flood forecasting, especially in the Mekong River Basin; and - Good knowledge in web-based hydrological data/information presentation and management, and GIS application for flood and drought

6. COMPETENCIES

Knowledge	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Drought and Flood management, mitigation and forecasting	1
Applied information technology	1
Strategic Planning for drought and flood management	1
Disaster responsiveness in relation to severe drought and floods	2
Regional networks of government agencies, communities, CSOs, academic institutions, private sector agencies, etc. who are working on or doing research on flood and drought management, mitigation and forecasting	2
Mekong River Basin Hydrology	2

Skills	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Excellent management, coordination, facilitation and delegation skills	1
Analysis and data processing skills	1
Excellent report writing skills	1

Excellent monitoring and evaluation skills	1
Excellent command of spoken and written English	1
Communication skills	1
Result based management skills	1
Project planning and management skills	2

Attitudes	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Service oriented	1
Strong willingness and ability to work inter-disciplinarily	1
Technical Leadership and vision	1
Willingness to travel within and outside the region	2

7. REMUNERATION

The remuneration package, subject to change, includes:

- **Remuneration:**
 - Annual net base salary exempts from tax by Lao authorities, starting at M-13 Step 1 with US\$ 53,643 with a living cost of 5% of the base salary;
 - Non-residential staff members who are relocated to the duty station (Vientiane, Lao PDR or Phnom Penh, Cambodia) are granted with 7% on the post adjustment and 7% on hardship allowances annually, and a rental subsidy of USD500 monthly.
- **Benefits:**
 - The MRC's contribution to staff member's Provident Fund (pension fund) of 14% of base salary per annum;
 - Coverage of health insurance for staff and eligible dependents, and accident insurance (on a shared basis with the employee) for staff;
 - Other entitlements and benefits such as dependency allowance (USD40/dependent), annual leave (30 days per year), sick leave (30 days per year), special leave with pay, maternity and paternity leaves, education grant (75% of maximum USD12,000 per an eligible child for non-residential staff and 5% of the base salary for resident staff), annual health check (subject to budget availability), annual vaccination including Covid-19 vaccines, and more;
 - Non-resident staff members who are relocated to the duty station (Vientiane or Phnom Penh) are granted with a subsidized home leave, shipment of personal effects to and from the duty station up on joining and conclusion of service with the MRC Secretariat.

All MRC Secretariat staff members are subject to a six-month probationary period.

The duration of the assignment of MRC Riparian Professional Staff is up to a maximum 6 years according to 1995 Mekong Agreement.

THE MRCS RESERVES THE RIGHT TO APPOINT A CANDIDATE AT A LEVEL LOWER THAN THE ADVERTIZED LEVEL OF THE POST.

8. REMARKS

The Job Description is subject to revisions by the MRC.

9. INCUMBENT'S SIGNATURE:

(date)

Confidential



Mekong River Commission

For Sustainable Development

Photo

MRC PERSONNEL HISTORY FORM

Application sources: <input type="checkbox"/> MRCS website <input type="checkbox"/> other websites/sources (please specify)				
Family Name: -----		Given Names: -----		Title: Dr./Mr./Ms. -----
				Gender: M <input type="checkbox"/> F <input type="checkbox"/>
Date of Birth: (dd/mm/yy)	Place of Birth:	Current Nationality(ies):		Country of Permanent Residence:
Permanent Address: (registered address)		Current Address: (usual address where family is regularly residing):		E-mail: Telephone: Mobile:
Telephone:		Telephone:		
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> N/A				
Family Members: (Spouse and legal children)				
Full Name	Date of Birth	Nationality	Occupation/Position and Name of Organisation or Company	Relationship
Name of person to be notified in case of emergency. Please provide complete contact address/telephone numbers. Full Name: Relationship: Telephone Number: Address:				
Do you have any objection to our inquiries to your current or most recent employer? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, please provide below information: Name: Position: Contact number/email address:				
MRC employment history: Have you ever been an employee of MRCS; or hired by MRCS as a consultant, temporary staff, contractual, or others; or NMCS? If yes, please indicate position, type of employments, periods, and remuneration rates.				
Position	Type of employment	Period from to (dd/mm/yy)	Rate	

	(Fixed term/SC/SSA)		

Referees: Please give details of three people, who are familiar with your working experience, working style, qualifications, attitude, and etc, and whom the MRC may contact at any time, preferable your direct supervisors or co-workers:

Full Name/Position/Relationship	Full Address	E-mail and Telephone Contacts

Availability: If you were selected for the position applied, how soon will you be available to start works after the notification?

Are you physically able and willing to travel?

By Car: Yes No By Air: Yes No

I certify that the statements made by me in this application form are true, complete, and correct to the best of my knowledge and belief. Permission is given to the MRC to make such investigations as necessary on the information provided. I understand that any misrepresentation or material omission made herein or in any other document requested by the MRC can render a staff member liable to termination of service or dismissal.

Signature

Date

Remark: You will be requested to supply documentation/evidence which supports your statements above-mentioned if you are offered the position.