



JOB DESCRIPTION

Job Title:	Chief Hydrologist
Division/Office:	Technical Support Division
Salary Level:	M-13
Date of Verification (if any):	August 2020

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.

VISION for the Mekong River Basin

An economically prosperous, socially just, environmentally sound and climate resilient 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 Lead Technical staff of the Division and supports the Director in overseeing the work of the Division and guiding other specialists. Specifically, the Chief Hydrologist supervises all activities and tasks assigned related to hydrology and hydrological monitoring, and the associated work of information and data management. The position will closely work with other staff in charge

of other related basin and environmental monitoring activities including discharge and sediment, water quality, ecological health and fisheries. The position holder oversees the management, production, and distribution of the MRC hydro-meteorological information. The position supports the Director in leading the implementation of core river basin management functions related to data and monitoring (CRBMF 1), modelling and analysis (CRBMF 2) and forecasting, warning and emergency response (CRBMF 4) and implementation of the MRC Procedures.

3. MAIN TASKS AND RESPONSIBILITIES

Under direction of the Division Director, the incumbent performs the following duties:

- Supervises basin monitoring related to hydrology and work closely with those in charge of other monitoring activities including discharge and sediment, water quality, ecological health and fisheries;
- Leads, supervises and conducts scientific hydrological studies (including sediment and groundwater studies) and contributes to basin-wide assessments in collaboration with relevant staff, divisions, riparian counterparts and line agencies, regional and international organisations and institutions;
- Conducts timely hydrological analysis and assessment and prepares needed technical reports, including for PNPCA;
- Ensures that allocated resources are effectively and efficiently used for the production of the MRC hydrometeorological information;
- Develops and implements the hydro-meteorological and related projects for the improvement of the MRC hydro-meteorological database and advise on other databases especially their status, integration/linkage and use;
- Assures an adequate provision of services and information to the MRC Divisions, riparian agencies and other partners;
- Supports the preparation of the Annual Mekong, Hydrology, Flood and Drought Report and other basin monitoring reports;
- Supervises the processing and publication of the hydrological data on the MRC Web Portal;
- Develops and updates the relevant technical content of monitoring webpages and tools for the MRC Procedures, including the PMFM and PWUM;
- Provides technical advice in relation to hydrological data collection (including sediment and groundwater studies), management and development of database systems and tool to support river monitoring and flood forecasting;
- Supervises quality assurance and quality control of all received data and conduct network analysis;
- Reviews and approves the data coverage and gap-filling, correlation analysis, synthesization and suggestions on short-term and long-term adjustments of monitoring river data through Aquarius system;
- Leads hindcast studies of historical floods and droughts at the scale of the entire Mekong Basin;
- Supervises parameter study of critical events (floods and droughts), and combinations of events at the scale of the entire Mekong Basin;
- Supervises statistical analysis of probabilities under specific assumptions, covering a range of hydrometeorological events, and various interventions at the scale of the entire Mekong Basin;
- Advises modelling activities and ensuring its contribution to hydrological, flood, drought and other assessments;
- Guides and assist hydrological and hydraulic studies for flood management activities;
- Contributes to the routine evaluation of the annual forecasting and river monitoring as well as to the preparation of Annual Mekong Hydrology, Flood and/or Drought Reports and/or hydrological studies/analyses;
- Contributes to the development of relevant technical guidelines as led by other specialists/Divisions;

- Coordinates and supports the work of the MRC's regional technical/Expert Group of Data, Modelling and Forecasting (EGDMF) and related to hydrology (if applicable), and contributes to the work of other regional groups as required;
- Supports the implementation of the MRC Procedures, especially from the monitoring aspect of the Procedures;
- Provides relevant technical advices to the assessments of risks and impacts of decisions on water resources management and development in the basin;
- Prepares and submits M&E forms and contribute to the Mid-year and Annual Report;
- Ensures results-based framework are reflected in the division's technical implementation;
- Ensures gender aspects are integrated and mainstreamed into the implementation of the Division's technical work and activities;
- Performs other relevant tasks as required by supervisors.

4. SCOPE OF AUTHORITY

a) **Supervision requirements:** The position does not require any formal supervisory responsibilities. However, supervision of consultants and quality control may be required. The position technically guides the work of specialists and officers in the division.

b) **Level of autonomy:** Decision making follows defined procedures. The position does not administer a budget, yet has responsibility for ensuring the financial accountability of the MRC.

c) **Level of problem solving required:** Problem solving skill is expected and the incumbent must display sensitivity, initiative and creativity.

d) **Level and type of communications required:** Communications are wide, within and outside the organisation, and require considerable oral and written skills.

5. QUALIFICATION REQUIREMENTS

Certificate:	<ul style="list-style-type: none"> - University degree (Master or higher) in engineering, water resources, hydrology, hydro-meteorology or related discipline. A doctorate is desirable.
Additional Certificates:	<ul style="list-style-type: none"> - TOEIC certificate with 700 points and over is required. An equivalent internationally recognized certificate or a university degree from an internationally recognized academic institution whose instruction is in English may also be considered.
Experience:	<ul style="list-style-type: none"> - Minimum 13 years experience in applied hydrology and water resources engineering; - Excellent knowledge/experience of the Mekong River Basin hydrology; - Excellent knowledge and professional experiences in a broad range of hydrological analysis, water monitoring, hydrological modelling, or computer modelling techniques as applied to river-system or basin simulation and flood and drought forecasting; - Good knowledge and professional experiences in website and (web-based) hydrological data/information management system; - Knowledge of GIS application for water resources management is an advantage;
Abilities:	<ul style="list-style-type: none"> - Demonstrated project management skills including formulation, planning, programming, execution, coordination, facilitation, report writing, implementation of programmes/projects in a multicultural and international environment, and in particular with relevant line agencies of the MRC Member Countries

6. COMPETENCIES

Required Core Competency	Level Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Knowledge	
Mekong River Basin hydrology	1
Hydrological, water balance analysis and hydrological modelling or computer modelling techniques as applied to river-system simulation and flood forecasting	1
Water resources monitoring	1
Information and database management	1
Information technology	1
Flood forecasting	2
Skills	
Excellent command of spoken and written English	1
Presentation	1
Analysis and data processing	1
Excellent report writing skills	2
Project planning and management	2
Communication	2
Attitudes	
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

<p>The remuneration package, subject to change, includes:</p> <ul style="list-style-type: none"> - Remuneration: <ul style="list-style-type: none"> - Annual net base salary exempts from tax by Lao authorities, starting at US\$ 53,643 (M-13, step I) with living cost of 5% of base salary per annum; - Non-residential staff who are relocated at the duty station (Vientiane, Lao PDR or Phnom Penh, Cambodia) will be granted with the post adjustment (7%), hardship allowances (7%) of base salary per annum, and rental subsidy (USD500/month). - Benefits: <ul style="list-style-type: none"> - The MRC's contribution to staff member's Provident Fund (pension fund) (14% of base salary per annum); - Coverage of Health insurance for staff and eligible dependents, and Accident insurances (on shared basis with 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 eligible child for Non-residential staff and 5% of basic Salary for resident staff), annual health check (subject to budget availability), annual vaccination including Covid-19 vaccines, etc;

- Non-resident staff who are relocated to the duty station (Vientiane or Phnom Penh) will be granted with subsidized home leave, shipment of personal effectives to and from duty station up on entrance and conclusion of service with the MRC.

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

The duration of the assignment of MRC Riparian Professional Staff is up to maximum six years according to 1995 Mekong Agreement and Procedural Rules.

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 SIGNATURE:

(date)

หลักเกณฑ์การรับสมัคร

ตำแหน่ง Chief Hydrologist

คุณสมบัติเบื้องต้นของผู้สมัคร

สัญชาติ	<ul style="list-style-type: none">● ไทย
อายุ	<ul style="list-style-type: none">● ไม่เกิน ๕๗ ปี ณ วันเริ่มงาน
คุณสมบัติ	<ul style="list-style-type: none">● เป็นข้าราชการระดับชำนาญการพิเศษขึ้นไป ที่เคย หรือดำรงตำแหน่ง หัวหน้า/ผู้อำนวยการกลุ่ม หรือ เป็นเจ้าหน้าที่หน่วยงานองค์กรมหาชน รัฐวิสาหกิจ ภาคเอกชน องค์กรระหว่างรัฐบาล/องค์กรระหว่างประเทศ ในระดับหัวหน้างาน/โครงการ ขึ้นไป
คุณวุฒิ	<ul style="list-style-type: none">● ปริญญาโทขึ้นไปในสาขาวิชา วิศวกรรม, การจัดการทรัพยากรน้ำ, อุทกวิทยา, อุตุนิยมวิทยา - อุทกศาสตร์ หรือสาขาที่เกี่ยวข้อง
คุณวุฒิเพิ่มเติม	<ul style="list-style-type: none">● สามารถใช้ภาษาอังกฤษได้ดี ทั้งการฟัง พูด อ่าน และการเขียน โดยมีผลการสอบ TOEIC ไม่น้อยกว่า ๗๐๐ หรือผลทดสอบภาษาอังกฤษอื่นที่มีมาตรฐานเทียบเท่า หรือจบการศึกษาในมหาวิทยาลัยที่ใช้ภาษาอังกฤษเป็นภาษาหลัก
ประสบการณ์การทำงาน	<ul style="list-style-type: none">● ประสบการณ์ไม่น้อยกว่า ๑๓ ปี เกี่ยวกับอุทกวิทยา และวิศวกรรมทรัพยากรน้ำ● มีความรู้ และประสบการณ์ ด้าน อุทกวิทยาในลุ่มน้ำโขง ถือเป็นข้อได้เปรียบ● เชี่ยวชาญด้านการวิเคราะห์อุทกวิทยา การตรวจสอบคุณภาพน้ำ การวิเคราะห์แบบจำลองทางอุทกศาสตร์บูรณาการกับการจำลองลุ่มน้ำ และการพยากรณ์สถานการณ์น้ำแล้ง-น้ำท่วม● มีความรู้ด้านการใช้ เว็บไซต์ การจัดการข้อมูลสารสนเทศและข้อมูลอุทกวิทยา● มีความรู้ในการใช้ Geographic Information System เพื่อบริหารจัดการทรัพยากรน้ำ● มีความรู้ความสามารถด้านการจัดการทรัพยากรบุคคลและงบประมาณ โดยการเป็นหัวหน้า/ผู้อำนวยการ/โครงการ/กลุ่ม/ฝ่าย หรือ กอง ไม่น้อยกว่า ๓ ปี (4M)● มีประสบการณ์การทำงานในองค์กรระหว่างประเทศ หรือองค์กรพัฒนาระหว่างประเทศ หรือความร่วมมือระหว่างประเทศ หากมีประสบการณ์ทำงานในลุ่มน้ำโขง จะพิจารณาเป็นพิเศษ

เอกสารที่เกี่ยวข้อง

JD: RS-F-04 JD re-announce Chief Hydrologist 04.08.20

หมายเหตุ: หากมีข้อสงสัยกรุณาสอบถาม นายการิน บุญภรณ์ เจ้าหน้าที่วิเคราะห์นโยบายและแผน

เบอร์โทร 083-754-3811



JOB DESCRIPTION

Job Title:	Chief Strategy and Partnership Officer
Division/Office:	Office of CEO
Salary Level:	M-13
Date of verification (JD):	March 2016

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.

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MISSION of the Mekong River Commission

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MRC values

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

2. JOB SUMMARY/JOB STATEMENT

The job holder coordinates strategic organisational initiatives, including organisational reform, assigned by the CEO and Senior Management and provides lead strategic support to the CEO in coordinating and liaising with development partners, dialogue partners, regional and international organisations, and fund mobilization. He/she develops, strengthens and maintains partnerships between MRC and various partner organisations in order to enhance cooperation and collaboration in all areas of MRC work. He/she coordinates the preparation of the MRC Strategic Plan (SP) and the Annual Work Plans (AWP) as well as advises on the synergetic preparation/implementation of basin-wide and sector strategies working with all divisions and member countries. The position involves strategic, organisational and technical work.

3. MAIN TASKS AND RESPONSIBILITIES

ORGANISATIONAL DEVELOPMENT AND REFORM

- Coordinate strategic organisational initiatives and reforms assigned by the CEO and Senior Management;
- Technically coordinate and support the monitoring of the implementation of the Roadmap for MRC reforms, including restructuring and decentralisation;
- Mainstream gender issues institutionally to ensure overall governance structures promoting gender equality for sustainable water resources management;

STRATEGIC/ANNUAL PLANNING

- Coordinate the preparation of the MRC Strategic Plan and the Annual Work Plans working with all divisions and member countries, and advice/contribute to the development of basin-wide (including BDS) and sector strategies to ensure their coordination and linkages;
- Support the monitoring and evaluation implementation and the Mid-year and Annual reporting of the MRC Strategic Plan and National Indicative Plans;
- Lead in the integration of gender considerations into strategic plan, annual work plans, basin-wide strategies, and M&E system;
- Ensure results-based framework are reflected in the technical implementation.

PARTNERSHIP DEVELOPMENT, RELATIONS & FUND MOBILISATION

- Coordinate and liaise with development partners, dialogue partners, regional and international organisations in support of MRC mission and objectives;
- Develop and coordinate the implementation of a plan to engage with the relevant policy platforms of ASEAN, GMS and other relevant regional initiatives as well as international RBOs to strengthen partnerships between MRC and these organisations/platforms, in close collaboration with Planning Division;
- Prepare and implement a fundraising and fund mobilization strategy and activities including regular reporting on the strategy implementation;

- Develop proposals for and soliciting financial support from Development Partners for transboundary and/or joint technical projects under the MRC, in close collaboration with relevant Divisions;
- Develop proposals on strategic and technical cooperation with partner organisations, in close collaboration with relevant Divisions;
- Maintain and develop existing and new donor partnership relations effectively and proactively and keep records systematically;

SUPPORTING MRC GOVERNANCE AND COMMUNICATION

- Work with the Administration Division to set agenda for MRC's governance meetings;
- Prepare documents for Senior Management, Joint Committee, Council Meetings, Donor Consultative Group Meetings and Informal Donor Meetings on strategic plan, organisational strategy, reforms and partnership cooperation;
- Prepare CEO's reports and presentations on MRC SP and AWP implementation progress and on organisational development issues at the MRC's governance meetings, with support from the M&E specialist;
- Coordinate the preparation of MRC international conferences and engagement and participation in international events as relevant;
- Advise on MRC communication messages and guide the work of communication officers;
- Participate in the Senior Staff Meetings as required by the CEO;
- Perform other relevant tasks as required.

4. SCOPE OF AUTHORITY

a) Supervision requirements: The position does not require any formal supervisory responsibilities. However, supervision of consultants and quality control may be required. The position technically guides the work of Communication Officers and relevant Assistants in the OCEO.

b) Level of autonomy: Decision making follows defined procedures. The position does not administer a budget, yet has responsibility for ensuring the financial accountability of MRC.

c) Level of problem solving required: Problem solving skill is expected and the incumbent must display sensitivity, initiative and creativity

d) Level and type of communications required: Communications are wide, within and outside the organization, and require considerable oral and written skills.

5. QUALIFICATION REQUIREMENTS

Certificate	An advanced university degree in social or political sciences, law, public relations or public administration. A doctorate is desirable.
Additional certificates	<ul style="list-style-type: none"> • TOEIC certificate with 600 points and over is required. An equivalent internationally recognized certificate or a university degree from an internationally recognized academic institution

	whose instruction is in English may also be considered.
Experience	<ul style="list-style-type: none"> • 13 years experience in strategy and policy development, partnership building and cooperation, public and international relations, strategic communication, and/or diplomacy; • Experience with development partner engagement and coordination and fund raising is essential • Extensive experience working in the global arena and with international organisations is an advantage • Experience and knowledge in water resources planning, development and management in the Mekong is an advantage

6. COMPETENCIES

Required Core Competency	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Knowledge	
Strategy development	1
Organisational reform	1
Knowledge of design and evaluation of technical cooperation projects, logical framework and funding agreement concepts	2
Fundraising instruments and methods	1
Water resources management and development	1
Water conflicts prevention and solution	1
Knowledge of the social, economic, cultural and political structures of the Mekong Basin	2

Skills	
Eloquence in written expression	1
Eloquence in spoken expression and presentation	1
Excellent report writing skills	1
Interpersonal and cross-cultural communication	1
Political sensitivity	1
Diplomatic skills	1
Time-/project- management	2

Attitudes	
Good sense of initiative and sound judgment	1
Leadership	1
Strong willingness and ability to work inter-disciplinarily	1
Willingness to travel within and outside the region	2
Relation, network building	2

7. Remuneration

The remuneration package, subject to change, includes:

- **Remuneration:**
 - Annual net base salary exempts from tax by Lao authorities, starting at US\$ 53,643 (M-13, step I) with a living cost of 5% of base salary per annum;
 - Non-residential staff who are relocated at the duty station (Vientiane, Lao PDR or Phnom Penh, Cambodia) will be granted with the post adjustment (7%), hardship allowances (7%) of base salary per annum, and rental subsidy (USD500/month).
- **Benefits:**
 - The MRC's contribution to staff member's Provident Fund (pension fund) (14% of base salary per annum);
 - Coverage of Health insurance for staff and eligible dependents, and Accident insurances (on shared basis with 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 eligible child for Non-residential staff and 5% of basic Salary for resident staff), annual health check (subject to budget availability), annual vaccination including Covid-19 vaccines, etc;
 - Non-resident staff who are relocated to the duty station (Vientiane or Phnom Penh) will be granted with subsidized home leave, shipment of personal effectives to and from duty station up on entrance and conclusion of service with the MRC.

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The duration of the assignment of MRC Riparian Professional Staff is up to maximum six years according to 1995 Mekong Agreement and Procedural Rules.

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7. REMARKS

- The Job Description is subject to revisions by the MRC.

8. INCUMBENT'S SIGNATURES

DATE: _____

หลักเกณฑ์การรับสมัคร

ตำแหน่ง Chief strategy and partnership officer

คุณสมบัติเบื้องต้นของผู้สมัคร

สัญชาติ	<ul style="list-style-type: none">● ไทย
อายุ	<ul style="list-style-type: none">● ไม่เกิน ๕๗ ปี ณ วันเริ่มงาน
คุณสมบัติ	<ul style="list-style-type: none">● เป็นข้าราชการระดับชำนาญการพิเศษขึ้นไป ที่เคย หรือดำรงตำแหน่ง หัวหน้า/ผู้อำนวยการกลุ่ม หรือ เป็นเจ้าหน้าที่หน่วยงานองค์กรมหาชน รัฐวิสาหกิจ ภาคเอกชน องค์กรระหว่างรัฐบาล/องค์กรระหว่างประเทศ ในระดับหัวหน้างาน/โครงการ ขึ้นไป
คุณวุฒิ	<ul style="list-style-type: none">● ปริญญาโทขึ้นไปในสาขาวิชา สังคมศาสตร์, รัฐศาสตร์, กฎหมาย, รัฐประศาสนศาสตร์ และประชาสัมพันธ์ หรือสาขาที่เกี่ยวข้อง
คุณวุฒิเพิ่มเติม	<ul style="list-style-type: none">● สามารถใช้ภาษาอังกฤษได้ดี ทั้งการฟัง พูด อ่าน และการเขียน โดยมีผลการสอบ TOEIC ไม่น้อยกว่า ๖๐๐ หรือผลทดสอบภาษาอังกฤษอื่นที่มีมาตรฐานเทียบเท่า หรือจบการศึกษาในมหาวิทยาลัยที่ใช้ภาษาอังกฤษเป็นภาษาหลัก
ประสบการณ์การทำงาน	<ul style="list-style-type: none">● ประสบการณ์ไม่น้อยกว่า ๑๓ ปี จากการทำงานด้านการพัฒนากลยุทธ์ และนโยบาย ความร่วมมือ การประชาสัมพันธ์ และความสัมพันธ์ระหว่างประเทศ หรือการทูต● มีความรู้ความสามารถด้านการจัดการทรัพยากรบุคคลและงบประมาณ โดยการเป็นหัวหน้า/ผู้อำนวยการ/โครงการ/กลุ่ม/ฝ่าย หรือ กอง ไม่น้อยกว่า ๓ ปี (4M)● ประสบการณ์ด้านการประสานงาน เปรียบเทียบ โดยเฉพาะอย่างยิ่งด้านการระดมทุน● มีประสบการณ์การทำงานในองค์กรระหว่างประเทศ หรือองค์กรพัฒนาระหว่างประเทศ หรือความร่วมมือระหว่างประเทศ หากมีประสบการณ์ทำงานในกลุ่มน้ำโขง จะพิจารณาเป็นพิเศษ

เอกสารที่เกี่ยวข้อง

JD: RP002.CC-Chief strategy and partnership officer

หมายเหตุ: หากมีข้อสงสัยกรุณาสอบถาม นายการิน บุญปลารัตน์ เจ้าหน้าที่วิเคราะห์นโยบายและแผน

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