



Australian Government

AusAID



SPECIALIST – PUBLIC AFFAIRS AND COMMUNICATIONS DEVELOPMENT COOPERATION

The Australian Agency for International Development (AusAID) is responsible for the delivery of Australia's Development Cooperation Program to the Philippines, one of the largest aid programs in the Philippines. AusAID is looking for an experienced, enthusiastic and innovative person to fill the Public Affairs and Communications Specialist position.

The Public Affairs and Communications Specialist will provide expert advice to the Philippines Program to contribute to the efficient and effective delivery of AusAID's Philippines Country Strategy 2012-2016. The Specialist will focus on support to the program to enhance the public image of AusAID through the development, implementation, and review of effective communications and public relations strategies and through information dissemination support services within a multi-functional cross-cultural team.

Selection Criteria

Applications are invited from suitably qualified persons, with local nationals being encouraged to apply. This is an Overseas-based employee position and not an Australian Public Service position. Further details on job description and selection criteria for the position can be accessed under job vacancies at: <http://www.philippines.embassy.gov.au/mnla/aboutus.html>.

Conditions of Contract

The Position will be a full-time position based in AusAID's Manila office, with a fixed term 12 month employment contract. The successful candidate is expected to commence as soon as possible. The commencing salary of Php175,000 per month is negotiable depending upon qualifications and experience, with entitlements to leave, comprehensive health insurance and other conditions.

Expressions of Interest

Interested applicants must address the selection criteria (2 pages) and detail suitability to perform the duties of the position including personal qualities, experience, skills and knowledge. All applications should be forwarded to: **HR Manager, Development Cooperation Section, Australian Embassy, 23/F Tower 2, RCBC Plaza, 6819 Ayala Avenue, Makati City 1200** or ManilaHRRecruitment@ausaid.gov.au on or before **Monday, 6 February 2012**. Please include in your application a curriculum vitae of no more than 3 pages. Written referee reports are not required to be submitted at the time of application, although applicants should ensure that the names and contact details of two (2) work-related referees are supplied. Do not send copies of academic transcripts, awards, degrees, or published papers. Late or incomplete applications will not be considered.

Envelopes should be clearly marked "**Specialist – Public Affairs / AUSAID**". Due to volume of applications, AusAID will only contact shortlisted applicants.

AusAID is an Equal Employment Opportunity (EEO) employer and maintains a smoke-free working environment.