



ด่วนที่สุด บันทึกข้อความ

กรมส่งเสริมคุณภาพสิ่งแวดล้อม
 รับที่ 244๒ วันที่ 12/03/58
 เวลา 15.10 ผู้รับ อีพี

ส่วนราชการ กรมทรัพยากรน้ำ สำนักบริหารจัดการลุ่มน้ำโขง โทร. ๐ ๒๒๗๑ ๖๐๐๐ ต่อ ๖๖๒๒

ที่ ทส ๐๖๓๐/ ๑.๑๓๑

วันที่ ๑๑ มีนาคม ๒๕๕๘

เรื่อง การประกาศรับสมัครบุคคลเพื่อเข้าร่วม “โครงการฝึกอบรมนักวิชาการรุ่นเยาว์จากประเทศภาคีสมาชิกกลุ่มแม่น้ำโขง รุ่นที่ ๑๑”

เรียน อธิบดีกรมส่งเสริมคุณภาพสิ่งแวดล้อม

ส่วนบริหารทรัพยากรบุคคล
 รับที่ 802 วันที่ 13 มี.ค. 2558
 เวลา 09.44 ผู้รับ 19-

ด้วย สำนักงานเลขาธิการคณะกรรมการแม่น้ำโขง (Mekong River Commission Secretariat: MRCS) โดยแผนงานการเสริมสร้างศักยภาพบุคลากรแบบองค์รวม (Integrated Capacity Building Programme: ICBP) ได้จัดทำโครงการฝึกอบรมนักวิชาการรุ่นเยาว์จากประเทศภาคีสมาชิก (Junior Riparian Professional Project: JRP) รุ่นที่ ๑๑ เพื่อให้ทุนแก่บุคลากรของประเทศซึ่งประกอบด้วย ราชอาณาจักรกัมพูชา สาธารณรัฐประชาธิปไตยประชาชนลาว ราชอาณาจักรไทย และสาธารณรัฐสังคมนิยมเวียดนาม ประเทศละ ๑ ทุน โดยกลุ่มเป้าหมาย คือ เจ้าหน้าที่จากสำนักเลขาธิการคณะกรรมการแม่น้ำโขงแห่งชาติ หน่วยงานที่เกี่ยวข้องกับภาคราชการ สถาบันการศึกษา และคณะกรรมการลุ่มน้ำ/องค์กรลุ่มน้ำในพื้นที่ ลุ่มน้ำ ในการศึกษาเกี่ยวกับการบริหารจัดการน้ำแบบบูรณาการ (IVRM) เพื่อเสริมสร้างความรู้และประสบการณ์แก่นักวิชาการรุ่นเยาว์ ให้มีประสบการณ์การปฏิบัติงานในระดับสากล ทั้งนี้ ผู้ที่สนใจจะขอรับทุนดังกล่าว สามารถดูรายละเอียด และดาวน์โหลดแบบฟอร์มใบสมัครได้จาก <http://www.mrcmekong.org/working-with-mrc/junior-riparian-professionals/how-to-apply/> ดังมีรายละเอียดปรากฏตามเอกสารแนบ

กรมทรัพยากรน้ำ ในฐานะสำนักเลขาธิการคณะกรรมการแม่น้ำโขงแห่งชาติไทย ซึ่งทำหน้าที่เป็นหน่วยประสานงานภายใต้กรอบความร่วมมือ MRC ของฝ่ายไทย จึงขอความร่วมมือจากหน่วยงานของท่าน ปิดประกาศและประชาสัมพันธ์เรื่อง ทุนดังกล่าวในเว็บไซต์หน่วยงานของท่าน เพื่อเชิญเจ้าหน้าที่ผู้สนใจและมีคุณสมบัติตรงตาม Job Description ส่งใบสมัครพร้อมประวัติส่วนบุคคลเพื่อขอรับทุนดังกล่าว ไปที่สำนักบริหารจัดการลุ่มน้ำโขง กรมทรัพยากรน้ำ ตามที่อยู่เลขที่ ๑๘๐/๓ ถนนพระราม ๖ ซอย ๓๔ แขวงสามเสนใน พญาไท กรุงเทพฯ ๑๐๕๐๐ หรือทาง E-mail address: tnmc@dwr.mail.go.th ภายในวันที่ ๒๐ มีนาคม ๒๕๕๘

เรียน อ.น.ก. จึงเรียนมาเพื่อโปรดพิจารณา

เพื่อโปรด ทราบ พิจารณา

(นางสมทรง ปรีรอด)

ผู้อำนวยการสำนักงาน

ฝ่ายบริหารทั่วไป

12 มี.ค. 2558

(นายบุญจง จรัสดำรงนิตย์)

รองอธิบดี ปฏิบัติราชการแทน

อธิบดีกรมทรัพยากรน้ำ

เรียน อ.อ.น. ๗๐. ๗๐๐๐

โปรดทราบ ดำเนินการ โปรดพิจารณา

(นางอนงค์ ขานะมูล)

เลขานุการกรม

เรียน อ.น.ก. ๑๗ มี.ค. ๕๘

13 มี.ค. 58

(นางนิตยา สหพันธ์พร)

ผู้อำนวยการกลุ่มบริหารทรัพยากรบุคคล



Mekong River Commission

Office of the Secretariat in Phnom Penh (OSP)
576, National Road, #2, Chok Angre Krom,
P.O. Box 623, Phnom Penh, Cambodia
Tel: (855-23) 425 353. Fax: (855-23) 425 363

Office of the Secretariat in Vientiane (OSV)
Office of the Chief Executive Officer
184 Fa Ngoum Road,
P.O. Box 6101, Vientiane, Lao PDR
Tel: (856-21) 263-263. Fax: (856-21) 263-264

กรมทรัพยากรน้ำ
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 ๕ มี.ค. ๒๕๕๕
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บริหารจัดการลุ่มน้ำโขง
 เลขรับที่ ๕๘๕
 วันที่ ๕ มี.ค. ๒๕๕๕
 เวลา ๐๕.๕๙

FACSIMILE

REF FAX NO: MK- OSV-043/15
 To: Facsimile No.: 662-298 6605
 Bangkok, Thailand

Date: 6 March 2015
 Number of page(s): 1.
 (including this page)

Dear Sir,

Subject: Vacancy announcement for Junior Riparian Professionals - Batch 11

The MRC Secretariat would like to forward to you the vacancy announcement and the job description of the Junior Riparian Professional - Batch 11. The vacancy announcement will soon be advertised in The Nations newspaper. In order to access a larger pool of candidates, the Secretariat will post the vacancy on well-known national job-listing websites including www.jobsdb.com, www.jobthai.com and MRCS Recruitment Channels Network. We would be grateful if you could widely and actively distribute this vacancy to relevant ministries and line agencies.

The closing date for all applications is 20 March 2015. We would appreciate it if you could keep the MRCS informed of the applications received. It would be useful if officers from the TNMC and MRCS could jointly conduct the selection process. We expect that the selection will be completed within 2015 enabling the selected JRP to start their assignments in April 2015 and fully participate in the training programme.

Thank you for your continued support.

- เรียน
- ทน.ผต. ผอ.ศบว. ผอ.ศสท.
 - ผอ.สนผ. ผอ.สบจ. ผอ.สปท.
 - ผอ.สพท. ผอ.สวพ. ผอ.สสพ.
 - ผอ.สอน. ผอ.สทท.....
 - ผอ.กนท. ผอ.กพร. ผอ.กตท.
 - ผอ.กษท. ผอ.สบค. ผอ.สพข.

Yours sincerely,

Sophie
Officer-in-Charge
Mekong River Commission Secretariat

(นายมงคล หลักเมือง)

ผู้อำนวยการสำนักบริหารกลาง
 Director General
 Department of Water Resources
 Ministry of Natural Resources and Environment
 Alternate Member of the MRC Joint Committee for Thailand
 Thai National Mekong Committee
 180/3 Rama 6 Road, Soi Phibul-Watana Building, Phayathai, Bangkok 10400 Thailand



Mekong River Commission

The role of MRC is to promote and coordinate sustainable management and development of water and related resources for the countries' mutual benefit and the people's well-being.

The MRC Secretariat is now recruiting highly qualified candidates for the position of

JUNIOR RIPARIAN PROFESSIONALS (JRP)

The JRP positions are funded by the MRC through the Integrated Capacity Building Programme (ICBP). The selected candidates will have opportunities to participate in the intensive training courses on integrated water resources management courses (IWRM) related courses, general and programme management courses, presentation and multi-culture communication courses, etc. which will take around 1 month in total. The selected candidates will then undertake the on-the-job training (OJT) with the relevant MRC programmes for 6 months which are located at the offices of the MRC Secretariat in Phnom Penh, Cambodia, or in Vientiane, Lao PDR depending on the OJT proposal. Subject to availability of funding, work requirements and learning objective, JRPs might have the opportunity to participate in training courses and/or workshop which might require travelling around the MRC Member Countries.

Targeted candidates are the MRC Riparian nationals who are 35 years old and below from:

- a. The National Mekong Committees and Line Ministries
- b. Public universities and training institutes in the Riparian countries; and
- c. Tributary River Basin Organisations (RBO) or provincial/sub-area organisations related to the Mekong River.

The interested applicants should also have a Master or Bachelor Degree or equivalent in Integrated Water Resources Management or related disciplines and must be proficient in English.

For more information and procedures for application, interested candidates are encouraged to visit the MRC website at:

<http://www.mrcmekong.org/working-with-mrc/junior-riparian-professionals/>

Only nationalities of Cambodian, Lao, Thai and Vietnamese are eligible to apply. The application should include (i) **a cover letter outlining clearly how the candidate meets the requirements of the position;** (ii) **a detailed CV;** (iii) **the JRP Application Form;** (iv) **the on-the-job training proposal;** and (v) **a copy of passport which must be valid for more than six months.**

The application should be sent to the National Mekong Committee in the applicant's respective country. Women are encouraged to apply. Only short-listed candidates will be notified.

The OJT Proposal is a compulsory part of the application. Without this document the application is considered incomplete and will not be eligible for short-listing. The template is available at the MRC website at

<http://www.mrcmekong.org/working-with-mrc/junior-riparian-professionals/how-to-apply/>

All short-listed candidates are required to participate in an interview.

Closing date for applications: 20 March 2015, 4.30pm

MRC is an equal opportunity employer. Please send your application to the National Mekong Committee in your home country with the following addresses:

Cambodia National Mekong Committee

364, Monivong Blvd, Sangkat Phsar Deumthkov,
Khan Chamkarmon, Phnom Penh, Cambodia
Tel. (855-23) 23 216 514,
Fax. (855-23) 23 218 506
E-mail: ou_sophanna@cnmc.gov.kh

Lao National Mekong Committee

Prime Minister's Office, Vientiane, Lao PDR
Tel. (856-21) 260 981-3
Fax. (856-21) 260 984
E-mail: lnmc@lnmc.gov.la

Thai National Mekong Committee

Department of Water Resources
180/3 Rama 6 Road, Soi Phibul Watana Building
Phayathai, Bangkok 10400 Thailand
Tel. (66-2) 271 6165, 271 6620
Fax. (66-2) 298 6605
E-mail: tnmc@dwr.mail.go.th

Viet Nam National Mekong Committee

23 Hang Tre, Ha Noi, Viet Nam
Tel. (84-4) 825 4785
Fax. (84-4) 825 6929
E-mail: vnmc.personnel@gmail.com



Mekong River Commission

Office of the Secretariat in Phnom Penh (OSP)
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Office of the Secretariat in Vientiane (OSV),
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184 Fa Ngoum Road,
P.O. Box 6101, Vientiane, Lao PDR
Tel: (856-21) 263 263. Fax: (856-21) 263 264

JOB DESCRIPTION

Integrated Capacity Building Programme (ICBP) Junior Riparian Professional (JRP) Project

Title: Junior Riparian Professional (JRP)
Duty station: MRC Secretariat (Vientiane, Lao PDR and Phnom Penh, Cambodia)
Reporting to: JRP Project Manager and supervisor for on-the-job-training (OJT)
Tentative Duration: Approximately 1 month training on different IWRM related disciplines and 6 months on-the-job training.

1. Background

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. In accordance with this Agreement, the Mission of MRC is: "To promote and coordinate sustainable management and development of water and related resources for the countries' mutual benefit and the people's well being by implementing strategic programmes and activities and providing scientific information and policy advice."

Strengthening capacity for young professionals from the Lower Mekong Basin in areas related to IWRM is one of the key components of the MRC Integrated Capacity Building Programme (ICBP). Over 150 riparian officials have participated in the scheme since its inception, the majority of whom are still serving their governments and regional organizations in the areas of Mekong development and cooperation.

2. Objective

The project aims to stimulate the sustainable development of the natural, economic, and social potentials of the Mekong basin by:

- Raising the level of competence of young riparian professionals involved in the development of Mekong River Basin in core international river basin competencies; and
- Building up capacity of young academics and members of tributary river basin organizations in MRC member countries to enable them to replicate the training modules basin-wide.

Training Activities on IWRM and related disciplines

Selected JRP will have the right to take part in the different training courses organized by the JRP Project. Different training courses i.e. project cycle management, strategic planning, Gender in IWRM, facilitation, communication, integrated water resource management, and Leadership etc. These training courses once planned, selected JRPs will be informed for preparation

JRP On-the-Job Training (OJT) at the MRC Secretariat

Under the overall supervision of the JRP Project Manager and the direct supervision of the OJT supervisor (to be assigned), the JRP will undertake an on-the-job assignment to continuously work on increasing his/her knowledge and skills and expand the network of IWRM with colleagues and stakeholders.

The on-the-job phase is a practical assignment for each JRP to work on throughout the whole JRP assignment. The duration of the assignment is 6 months.

Online UNESCO – IHE training course on Integrated River Basin Management

In addition to the above standard courses, each JRP will have the option to undertake an on-line course on Integrated River Basin Management or related subjects provided by UNESCO – IHE during their assignment. During JRP Phase III the on-line course proved quite demanding for a number of the JRPs and hence the decision was made to provide it as an optional rather than compulsory course.

After the JRP Assignment

A JRP Alumni will be established to retain links with JRPs who have completed the programme and to provide a support mechanism as they establish their careers in IWRM and as they apply the IWRM knowledge and skills at their originating organizations.

3. Scope of authority

- **Level of problem solving required:** Problem solving for the JRP will refer to the OJT supervisor and JRP Project Manager
- **Level and type of communication required:** Communications within the project and throughout the whole project line and with other MRC work programmes and external organization need to follow the MRC procedures.

4. Competence requirement

- **Core Values:** Integrity, professionalism and respect for diversity.
- **Core Competencies:** Communication, teamwork, planning and organizing, accountability, creativity, client orientation, commitment to continuous learning, and technological awareness.

5. Post-specific requirements

- All participants require a Bachelor or Master degree in IWRM related fields or equivalent training and/or work experience. Some of the water resource professionals may not be master degree holders but have worked in MRC-related institutions for several years and have strong interest to gain a deeper IWRM knowledge, skills and experience to strengthen their career. They should be given opportunity to apply for the JRP posts.
- At least 2 years of practical experience in integrated water resource management and related fields;
- Only nationals of Cambodia, Lao PDR, Thailand and Viet Nam are eligible to apply. Age of 35 years old or below;
- Very good command of English skills (reading, writing, speaking, listening and understanding) is essential as the training activities as well as the on-the-job training scheme will be conducted in English;
- Every applicant must have a minimum score equivalent to IELTS 4.5;
- Competent in using MS Office software: Microsoft Word, Excel, PowerPoint. Knowledge of other software used in the area of water work is a plus;
- Good inter-personal and communication skills – the ability to work independently as well as team spirit and active participation at the training activities is desirable.

6. *Signatures*

Incumbent: _____

Date: _____

JRP Project Manager: _____

Date: _____

Brief information on remuneration

1. During the period at the MRC Secretariat, the JRPs remuneration package, *subject to change*, includes (i) monthly net base training allowance exempt from tax by Laos and Cambodia authorities, at US\$ 800.00 per month; (ii) Annual leave of two and a half days per month; (iii) Contribution of MRC to Health and Accident insurances; (iv) other entitlements sick leave, maternity leave etc.

Non-resident JRPs receive an additional (i) lump sum of US\$ 300.00 per month as a subsidy of living abroad; (ii) Travel expenses on assignment and upon completion of JRP assignment

NATIONAL MEKONG COMMITTEE ADDRESS

Cambodia National Mekong Committee 354, Monivong Blvd, Sangkat Phsar Daumhkov, Khan Chamkamon, Phnom Penh, Cambodia Tel. (855-23) 23 216 514, Fax. (855-23) 23 216 506 E-mail: cu_sophanna@cnmc.gov.kh	Lao National Mekong Committee Prime Minister's Office, Vientiane, Lao PDR Tel. (856-21) 260 881-3 Fax. (856-21) 280 984 E-mail: lnmc@lnmc.gov.la	Thailand National Mekong Committee Department of Water Resources 100/3 Rama 6 Road, Soi Phibul Watana Building Phayathai, Bangkok 10400 Thailand Tel. (66-2) 271 6185, 271 6820 Fax. (66-2) 298 6806 E-mail: tnmc@dwr.mail.go.th	Viet Nam National Mekong Committee 23 Heng Tre, Ha Noi, Viet Nam Tel. (84-4) 825 4785 Fax. (84-4) 825 6929 E-mail: vnmc.personnel@gmail.com
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JUNIOR RIPARIAN PROFESSIONAL PROJECT

Application Form

Please type your answers to each question clearly and completely. Then return the application to the Secretariat via your country's National Mekong Committee by mail, fax or e-mail at the address above.

IMPORTANT: It is advised that the candidate should prepare a description of the on-the-job training project (OJTP) and submit along with this application form. The guidelines for the JRP's OJTPs attached in Annex 1 of this application form.

1. Family name:		Given name(s):		2. Gender: M <input type="checkbox"/> F <input type="checkbox"/>	
3. Date of Birth: (dd/mm/yy)		4. Place of birth:		5. Nationality at birth:	
6. Permanent Address:		Current Address (if different):		Current nationality and/or country of permanent residence:	
6. Permanent Address:		Current Address (if different):		Contact information: E-mail: Tel: Fax: Mobile:	
7. Do you have any dependents? Y <input type="checkbox"/> N <input type="checkbox"/> If yes, please provide details:					
Name:		Age		Relationship to you:	
8. What is your preferred field of work? (Please indicate your preferred MRC work programme during the on-the-job training and indicate 3 options of your interested programmes: 1: 2: 3:					
9. What is your preferred career in the future?					
10. Knowledge of LANGUAGES: Mother tongue: _____					
Please indicate the level of your knowledge of other languages. 1= fluent, 2=good working knowledge, 3=fair, 4=basic					
Other Languages:		Reading		Writing	

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11. EDUCATION: a) UNIVERSITY or equivalent
Please give exact titles of degrees

Name of university, place, country	Attended from/to		Degrees obtained	Main field of study
	mm/y	mm/y		

b) OTHER TRAINING including professional qualifications of specialized training (e.g. Certified Public Accountant, IT training, etc.) and part-time study.

Name of Institute, Country	Attended from/to		Certificates, diplomas or other qualifications	Main field of study
	mm/y	mm/y		

12. Membership of professional societies and activities in civic, public or international affairs:

13. List any significant publications you have written: *(Please DO NOT attach)*

14. EMPLOYMENT RECORD. *Starting with your present job, list in reverse order the jobs you have had (do not go back more than ten years). Use a separate block for each post.*

At present post (or last post if not currently in employment)

From(mm/yy)	To(mm/yy)	Title of your post:	
Name of employer:		Type of business:	
		No. and type of employees supervised by you:	Reason for leaving:

Address of employer:			
Description of your current organisation profile (name, mission, target clients, etc.):			
Description of your duties			
B. Previous posts (in reverse order)			
From(mm/yy)	To(mm/yy)	Title of your post:	
Name of employer:		Type of business:	
Address of employer:		No. and type of employees supervised by you:	Reason for leaving:
Description of your duties			
C. Previous posts (cont.)			
From (mm/yy)	To (mm/yy)	Title of your post:	
Name of employer		Type of business:	

Address of employer:	No. and type of employees supervised by you:	Reason for leaving:
Description of your duties		
15. Why do you want to join the JRP Project? What will be your contribution to the MRC? <i>(Please limit your response to the space provided).</i>		
16. What is your preferred area of knowledge and skills on Integrated Water Resources Management (IWRM) you want to gain at MRC?		
17. What additional IWRM knowledge and skills you would like to obtain and why?		
18. What would you prefer if you have additional English training?		
19. If the living condition is not as what you expect (which might be not comfortable as you are having), would you be ready for it?		
20. Do you have any objections to our making inquiries with your current or most recent employer? Y <input type="checkbox"/> N <input type="checkbox"/>		

10/11

21. REFEREES: Please give details of three people, not related to you, who are familiar with your character and qualifications and whom the MRC may contact at any time.

Full Name and occupation	Address	Contact information
Name: Position:		Tel. Fax. e-mail:
Name: Position:		Tel. Fax. e-mail:
Name: Position:		Tel. Fax. e-mail:

22. State any other relevant facts, including international experience, which may support your application.

23. Are you physically able and willing to travel?

Y N By air? Y N

Do you have any disabilities which might limit your prospective field of work? (Note: The Secretariat itself is fully accessible).

Y N If yes, please provide details:

24. 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 are 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.

Date: _____ Signature: _____

11/11