



Mekong River Commission

For Sustainable Development

No. L-MRCS (AD) 665/20

23 December 2020

Dear Joint Committee Members,

Subject: Announcement of Modeller Position

On behalf of the Mekong River Commission Secretariat, I would like to forward you the announcement and job description of the Modeller position under the Technical Support Division for your kind consideration and further support. Due to the personal reason, the current Incumbent has resigned from her position effective on 31 December 2020.

Please note that while maintaining the JD's technical requirement as approved by the JC, the Secretariat has updated relevant sections to reflect the revised Human Resources Manual and its associated Guidelines regarding remuneration and allowances.

Thus, I would like to obtain your kind concurrence of the updated JD and your support in advertising this vacancy in various channels, including the country's national newspapers, renowned national job-listing websites, and MRCS Recruitment Channel Network(s) if applicable, as well as distributing it to relevant Ministries and Line Agencies.

Applications will be closed on 22 January 2021. Following the deadline, I would highly appreciate it should you forward the submitted applications to the Secretariat at your earliest convenience, preferably by 29 January 2021, to ensure a timely recruitment process.

Thank you for your support and cooperation.

Sincerely yours,

An Pich Hatda

Chief Executive Officer

Mekong River Commission Secretariat

H.E. Mr So Sophort
Secretary General
Cambodia National Mekong Committee
Member of the MRC Joint Committee for Cambodia

Dr Somkiat Prajamwong
Secretary General of the Office of the National Water
Resources
Vice-Chairperson of the Thai National Mekong
Committee
Secretary General of the Thai National Mekong
Committee Secretariat
Member of the MRC Joint Committee for Thailand
Chairperson of the MRC Joint Committee for 2020

Mr Chanthanet Boualapha
Secretary General
Lao National Mekong Committee
Member of the MRC Joint Committee for Lao PDR

Dr Le Duc Trung
Director General
Viet Nam National Mekong Committee
Member of the MRC Joint Committee for Viet
Nam



JOB DESCRIPTION – RPs

Job Title:	Modeller
Division/OC:	Technical Support Division
Salary Level:	M11
Date of Verification (If any):	December 2020

1. THE MEKONG RIVER COMMISSION AND MRC SECRETARIAT (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. 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.

2. JOB SUMMARY/JOB STATEMENT

The jobholder provides modelling & analysis support for transboundary impact assessment of national water resources development projects and activities conducted by MRCS. He or she enhances Decision Support Framework modelling capabilities for basin-wide assessment of climate change and water resources development impacts on hydrology, water quality, flood, drought, fisheries, food and energy security as well as ecosystem for the LMB.

3. MAIN TASKS AND RESPONSIBILITIES

Under the management direction of the Division Director and technical advice of the Chief Hydrologist, and in close collaboration with the other Modeller, the incumbent is required to perform the following functions::

- Provide technical support and modelling services to the work of all MRC's activities within the MRCS and of the regional expert/technical bodies/groups under the MRC as required;
- Liaise and support Member Countries on requirements for modeling to strengthen regional and national level modeling capacity;
- Strengthen regional and national expertise on pollutant dispersal modelling;
- Continue expansion of regional and national capability in sediment and nutrient modelling;
- Identify requirements and build capacity in hydrological and hydrodynamic modelling, and climate change and fisheries modelling;
- Periodic upgrade of modelling tools to latest versions and data;
- Strengthen relationship with riparian and international institutions and universities to further develop modelling capacities;
- Develop and agree procedures for quality assurance of models and for management and sharing of processed information developed by these models;
- Support the Chief Hydrologist in providing quality assurance and control of data for modelling activities;
- Ensure the maintenance and update of knowledge and data base in close collaboration with the Info System and Database specialist for modelling activities;

- Keep constantly updated on relevant international best practices/tools/methods;
- Provide relevant technical inputs to the assessments of risks and impacts of decisions on water resources management and development in the basin;
- Provide technical support to the implementation of the MRC Procedures (PDIES, PWUM, PMFM, PWQ and PNPCA) and flood forecasting;
- Prepare Annual Technical Report of modelling work in support of MRC objectives and activities in the MRC Strategic Plan and Annual Work Plan;
- 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.
- 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 organisation, and require considerable oral and written skills..

5. QUALIFICATION REQUIREMENTS

Certificate:	University degree (Bachelor or higher) in modelling, environmental and water resources engineering, hydrology or similar relevant field
Additional Certificates:	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:	• Minimum 10 years of experience in mathematical modelling in water and related sectors • Excellent knowledge and professional experiences in a broad range of hydrological and hydrodynamic modelling or computer modelling techniques as applied to river-system simulation and flood forecasting

6. COMPETENCIES

Knowledge	Level 1 = Required 2 = Desirable 3 = Optional	(1-3)
Mathematical/Computer modelling techniques	1	
Modelling software and other relevant applications	1	
Hydrology	2	
Skills	Level 1 = Required 2 = Desirable 3 = Optional	(1-3)
Use of modelling software and other relevant applications	1	

Impact analysis	1	
Project management	2	
Provision of technical support	2	
Cross-cultural and Inter-disciplinary communication	3	

Attitudes	Level (1-3) 1 = Required 2 = Desirable 3 = Optional	
Detail-orientation	1	

7. REMUNERATION

The remuneration package, subject to change, includes:

- Remuneration:
 - Annual net base salary exempts from tax by Lao authorities, starting at M11 Step 1 with US\$ **33,440** (US Thirty Three Thousand Four Hundred Forty dollars).
 - Non-resident staff who are relocated at the duty station (Vientiane, Lao PDR or Phnom Penh, Cambodia) will be granted with living cost, post adjustment, hardship allowances, and rental subsidy according to salary level.
- Benefits:
 - MRC's contribution to staff member's Provident Fund (pension fund)
 - Coverage of Health insurance for staff and eligible dependents, and Accident insurances (on a shared basis) for staff;
 - Other entitlements and benefits such as dependency allowance, annual leave, sick leave, special leave with pay, maternity and paternity leaves, education grant, annual health check (subject to budget availability), annual vaccination, etc;
 - Non-resident staff who are relocated to the duty station (Vientiane or Phnom Penh) will be granted with rental subsidy, home leave, shipment of personal effects to and from duty station up on entrance and conclusion of service with the MRC.

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

All MRC Secretariat staff are subject to 6 months probation period.

8. REMARKS

The Job Description is subject to revisions by the MRC.

9. INCUMBENT SIGNATURE: _____

_____ (date)