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**Marine Fishery Resources
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**Inland Fishery Resources Development
and Management Department (IFRDMD)**
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Palembang 30252, South Sumatra, Indonesia
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JOB ANNOUNCEMENT Program Officer (PRO)

Position: Program Officer (PRO)
Location: SEAFDEC Secretariat, Bangkok, Thailand
Duty station: Policy and Program Coordination Office
Contract type: Permanent, full-time (with a probation period of 6 months)
Salary: From 19,800 Baht per Month (Bachelor's Degree)
From 24,320 Baht per Month (Master's Degree)
From 28,390 Baht per Month (Doctoral Degree)
Nationality: Thai

The Southeast Asian Fisheries Development Center (SEAFDEC) is an intergovernmental body established in 1967. The mission of SEAFDEC is to promote sustainable fisheries and aquaculture in Southeast Asia. SEAFDEC is seeking a Program Officer (PRO) for its Program and Policy Coordination Office at the SEAFDEC Secretariat.

Qualification

We are seeking a Thai national with a bachelor's degree or higher in fisheries, natural resources management, environmental management, or related fields. The candidate should have at least two years of experience in project coordination and management, and/or experience in supporting and organizing meetings and events is a plus. Strong English skills, proficiency in Microsoft Office, and the ability to research fisheries issues are required. The role involves travel, independent work, and long hours during events.

* *Equal opportunity is given to men and women for this position.*

Duties and Responsibilities

The role involves coordinating SEAFDEC projects, programs, and general administration. Responsibilities include preparing documents, reports, and organizing meetings for the SEAFDEC Secretariat. Additionally, the position assists Senior Program Officer (SPRO) in monitoring SEAFDEC's actions following SEAFDEC Council, SEAFDEC Program Committee, and Departmental Chiefs meetings, and performs other duties as assigned by supervisors.

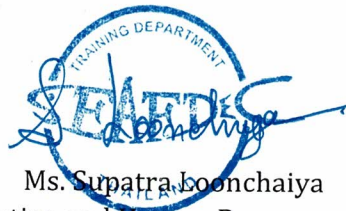
Application Process: Please download the application form from the website <http://seafdec.or.th>. The application form and the curriculum vitae (CV) should be submitted in English, together with the following required documents :



- Copy of educational qualification or transcript 1 copy
- Copy of identification card 1 copy
- Copy of house registration 1 copy
- Photograph of the applicant (1 or 2 inches with straight face, no hat and no glasses) 1 photo
- Copy of evidence of the release of military obligations 1 copy
- Other related documents (if any)

The applicants are invited to submit all required documents in English **before 31 July 2024**.

To: Administrative and Human Resources Section,
 General Administration Division, Training Department
 Southeast Asian Fisheries Development Center
 Suksawasdi Road, Leam Fha Pha,
 Phrasamutchedi, Samut Prakan 10290
 Tel: 02-425-6100 Ext. 131 and 133
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Ms. Supatra Loonchaiya
 Administrative and Human Resources Section Head
 24 June 2024