

JOB DESCRIPTION – RPs and GSS

Job Title:	Remote sensing & GIS specialist
Division/OC:	Technical Support Division
Salary Level:	M12
Date of Verification (If any):	October 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 coordinates and carries out remote sensing analysis, GIS, and mapping for MRC activities undertaken by all the MRCS divisions, and provides other technical support and assistance to them in these areas. Prioritised and key areas of focus that will require remote sensing, image processing and mapping are: Elevation data (Digital Elevation Model / Digital Terrain Model), land cover and wetland mapping, flood extent, depth and duration, climate change, primary production, soil distribution, base images, drought management, sediment monitoring, geo morphological change assessment and visualization.

3. MAIN TASKS AND RESPONSIBILITIES

Under the management direction of the Division Director and technical advice of the Chief Hydrologist, the incumbent performs the following duties:

- Coordinate, support and carry out the analysis of remote-sensed data for MRC activities as necessary;
- Create GIS maps from remote sending analysis;
- Upgrade and update hydrological atlas and GIS files in close collaboration with Chief Hydrologist;
- Coordinate and cooperate with remote sensing institutions and specialists at the national level;
- Contribute to acquisition, development and maintenance of applications for remote sensing;
- Develop and maintain geo-spatial database and conduct analysis;
- Provide capacity building services to relevant national agencies including GIS, RS, GPS, cartography and visualization of map design;
- Undertakes spatial analyses and mapping for flood management work such as Remote Sensing and GIS analysis of flood risk, and flood risk mapping for planning of zoning, land use, and cultivation
- Maintains and updates the Remote Sensing and GIS data/information for sharing within the MRCS
- Assists in the development and maintenance of Remote Sensing and GIS applications and services at the Regional Flood and Drought Management Centre (RFDMC);
- Coordinates the processing of spatial datasets at the RFDMC;

- Contribute to the development of relevant technical guidelines as led by other specialists / divisions;
- Coordinate and support the work of the MRC's regional technical/expert group related to Information Technology and data/information management (if applicable), and contribute to the work of other regional groups as required;
- Ensure that relevant knowledge and products developed by the MRC are available at the national level to assist decision-making processes;
- Provide relevant technical inputs to the assessments of risks and impacts of decisions on water resources management and development in the basin;
- Perform any 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 (Master or higher) in remote sensing, geography or related field
Additional Certificates:	Geographic Information Systems (GIS) training is an advantage 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"> • Minimum 10 years of experience in remote sensing and GIS applications • Use of remote sensing in one or more of the above mentioned key areas • Experience in developing spatial natural resources information systems and databases, demonstrating knowledge of natural resources classification systems and mapping, preferably in relation to the Mekong region or similar natural environments • Full working knowledge of Remote Sensing and GIS data/information handling software and other relevant tools, including ArcGIS ArcInfo software • Experience in applying satellite remote sensing, both SAR (Synthetic Aperture Radar) and optical imageries, to GIS for natural resources mapping and inventories would be an advantage

6. COMPETENCIES

Knowledge	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Geospatial databases management and cartography	1
Remote Sensing and GIS data/information handling software and other relevant tools, including ArcGIS ArcInfo software	1
Project management	2

Skills	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Interpersonal and cross-cultural communication skills	1
Presentation	1

Attitudes	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Team work	1

7. REMUNERATION

The remuneration package, subject to change, includes:

- Remuneration:
 - Annual net base salary exempts from tax by Lao authorities, starting at M12 Step 1 with **US\$ 41,670** (*US forty one thousand six hundred and seventy 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)