



Career Opportunities

Position Title	: Mine Risk Education Field Officer
No. of Post	: (1) Post
Report to	: Hub Manager
Department	: Rakhine Operations Management Unit
Program	: Mine Risk Education Program
Duty Station	: Sittwe
Grade	: D1
Benefit Packages	: Salary + Staff house + Hardship Area Allowance + Insurance +Communication Charges + Travelling Allowance+ Home Return Leave /Annual Leave+ Quarantine Leave + Casual Leave+ Medical Certificate Leave + Maternity Leave + Substituted Leave
Application Deadline	: (03/03/2020), 16:30

Myanmar Red Cross Society (MRCS) is volunteer based humanitarian organization throughout the whole country acting with and for the most vulnerable at all times. Benefit Package consists of Paid Medical, Annual, Casual Leave, Insurance, On-Duty for Training, Provide Accommodation Allowance & Hardship Allowance for specific area, Training and Development Opportunities, Promotion and Management Development.

Background: Myanmar Red Cross Society is now responding in Mine Risk Education (MRE) Program in all over the country and preparing for recovering actions in selected areas.

Purpose of the position: To Support National MRE Coordinator and Rakhine Operations Management Unit in the implementation of MRE Activities to promote safe behaviour in regards to the Mine/UXO problem and people living or returning to the Mine/UXO affected areas in Rakhine state, Myanmar are fully aware of danger posed by Mine/UXO's.

"Person with disability are encouraged to apply this post as they will be given equal opportunity"

"Our recruitment and selection procedures reflect our commitment to the safety and protection of children, and prevention of violence among communities members in our programs"

Duties and Responsibilities

1. Regularly brief and update to Hub Manager and National MRE Coordinator for the development of Local Mine Risk Education (MRE) implementation.
2. Attend and represent MRCS at local MRE Cluster meeting.
3. Locally coordinate with MRE actors.
4. Organize the local training for MRE awareness sections.
5. Prepare the training plan and develop session plan for integrated section in First Aid training.
6. Closely coordinate and mobilize the RCVs for MRE awareness section in community.
7. Ensure the implementation of MRE activities in States is conducted according to International Mine action Standards.
8. Monitor the committee MRE awareness section.
9. Submit monthly activities report including next month plan to Hub Manager.
10. Closely coordinate with Hub Manager, National MRE Coordinator for day to day activities.
11. Preparation of detail budgeting, budget break down calculation, working advance and clearance and budget control and monitoring regarding to the plan of Action (PoA).

Skills, Competencies and Requirements

- **Must be a Myanmar National**
- **Age under 50 years old**
- University Degree
- Minimum one year experience of related field
- Solid planning, activities management and reporting experience
- Must respect local traditional customs
- Strong leadership, negotiation and interpersonal communication skill
- Ability to manage multiple priorities to meet deadlines and adhere to program schedule
- Motivated to work in the field and camps
- Effective computer skills as well as Microsoft word, excel and power point are desirable

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- Perform related duties as assigned by HQ
- Willingness to promote Red Cross principles of neutrality, impartiality and independence
- Interest in learning about the Red Cross/Red Crescent Movement
- Perform related duties as assigned by HQ
- Good knowledge of English language skill
- Effective local language skill

****Note: Applicants will be considered to be shortlisted that need to send application letter, CV, passport-size photo, education qualifications and references (PDF Version) to:**

Head Office:

Myanmar Red Cross Society

Razathingaha Road, Dekhinathiri,

Nay Pyi Taw.

Email: mrcshrrecruitment@redcross.org.mm

Branch Office:

Myanmar Red Cross Society

No. 42, Red Cross Building, Strand Road,

Botahtaung Township, Yangon. (or)

For more information and application, please visit to the www.redcross.org.mm

Only short-listed candidates will be contacted for a personal interview.

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