



**Myanmar Red Cross Society**

## Career Opportunities

|                             |   |
|-----------------------------|---|
| <b>Position Title</b>       | <b>: Nurse</b>  |
| No. of Post                 | : (1) Post  |
| Report to                   | : Medical Doctor  |
| Department                  | : Rakhine Operations Management Unit  |
| Duty Station                | : Maungdaw  |
| 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 |
| <b>Application Deadline</b> | <b>: (29/09/2020), 16:30</b>  |

**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:** In 2017, MRCS is increasing its engagement in Rakhine state through immediate, medium and long-term support to people affected by communal violence. With the support of IFRC, MRCS has initiated Branch Capacity Building Development program in Sittwe, Mrauk-U, Kyauktaw, Ponnagyun, Minbya, Maungdaw, Buthidaung, and Rathedaung Townships. Program period is initial three months and high possibility of extension as long term program. Maungdaw, Buthidaung, and Rathedaung areas are under the management of Maungdaw Hub office. MRCS is setting up Operation

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Management Unit under the direct supervision of Deputy Secretary General and technically under the Rakhine Operation Steering Committee.

**Purpose of this position:** The Nurse is a member of one of the MRCS mobile clinic teams operation in Maungdaw Township, Rakhine State, providing primary medical care to populations affected by communal conflict and displacement. Mobile clinics will travel to different locations on a rotating basis, as guided by the District Health Department. The contributes to the field operations of the mobile clinic, ensuring that health services are provided to the targeted community, supervising the other members of the mobile team (nurses and local aid workers) as well as coordinating with DHD, Local Red Cross, local community and village leaders, and other organizations providing health care as necessary.

## **Duties and Responsibilities**

### **I. Clinical Care**

1. Assistant Medical Doctor in organization of mobile services, planning, community orientation and preparation for mobile services.
2. Assistant Medical Doctor in coordination and networking activities for mobile services in community.
3. Control, record and store medicine sub-stock, Keep all medical equipment clean and operational for use, register all medical equipment.
4. Provide health education and counseling to community and target groups.

### **II. Coordination**

- 5.To coordinate with other members of the multi-disciplinary team.
- 6.To support team leader on smooth functioning and integration of the various activities in the clinic.
- 7.To collaborate with the Hub Manager and programme support officer on all project related matters.

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- 8.To assess needs for medicines and medical materials for ordering, in collaboration with nurse and ensure proper supply of drugs, medical and logistics supplies at clinic level by requesting procurement in good time.
- 9.To deal and negotiate with local authorities or DHD as needed.
- 10.To support to Medical Doctor to attend the Health cluster meetings.
- 11.To signal and initiate improvements in the functioning of the clinic.

### **III. Data collection and reporting**

- 12.To ensure the correct, complete and timely collection of relevant data.
- 13.To support the Medical Doctor in monitoring to clinic activities and analyse relevant data.
- 14.To support the Medical Doctor to compile activity reports on a regular basis.
- 15.To ensure that stock registers/ patient registers/reports/analysis, in collaboration with nurses and volunteers, are done correctly and systematically and that numbers are medically pertinent.

### **Skills, Competencies and Requirements**

- **Must be a Myanmar National**
- **Age between 23 to 50 years**
- Any health related degree holder (B.N.Sc, Dip in Nursing, Dip in Midwife)
- Working experience with other INGO/local NGO in mobile clinic
- Previous Civil Servants need to have official clearance latte
- Knowledge computer Skills (Microsoft Office Package)
- Motivated to work in the field an camps
- Willingness to promote Red Cross principle of neutrality, impartiality and independence
- Interest in learning about the Red Cross/Red Crescent Movement
- Good knowledge of English language skill

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**\*\*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:**

**Branch Office:**

**Myanmar Red Cross Society**

**East Of Myo Ma Quarter,Boe Mue Village Street,**

**Maungdaw Township, Rakhine. (or)**

**Email: [mrcsmaungdaw@gmail.com](mailto:mrcsmaungdaw@gmail.com)**

For more information and application, please visit to the [www.redcross.org.mm](http://www.redcross.org.mm)

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

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