



Career Opportunities

Position Title	: Medical Doctor (Team Leader)
No. of Post	: (1) Post
Report to	: Health Program Coordinator
Department	: Rakhine Operations Management Unit
Duty Station	: Buthidaung
Duration	: Six Months/12 Months
Benefits Packages	: Salary + Staff house + Hardship Area Allowance +Additional Allowance+ Insurance +Communication Charges + Travelling Allowance + Home Return Leave / Annual Leave+ Quarantine Leave+ Casual Leave + Medical Certificate Leave + Maternity Leave + Substituted Leave
Application Deadline	: (06/10/2021), 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 : 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 Management Unit.

Purpose of the Position: The Medical Doctor will be the senior member of one of the MRCS mobile clinic teams operation in Maungdaw and Buthidaung 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 State Health

"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"

Department/Ministry of Health. The Medical Doctor is responsible for 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 Red Cross Volunteer local aid workers) as well as coordinating with State Health Department (SHD), local community and Internal Displace People (IDP) camp leaders, and other organizations providing health care as necessary.

Duties and Responsibilities

Clinical Care

- Ensure MRCS policies and guidelines are properly followed.
- Provide appropriate clinical care to all patients, including diagnosis and treatment of prevalent diseases.
- Determine when a patient should refer to higher care facilities and proper referral ensured.
- Ensure patient's regular attendance to clinic and to monitor progress and side effects.
- Organize the patient appointment book, registers and regular follow-up schedule.
- Address other health needs of the patients in general.
- Maintain clear and complete documentation on patients.
- Perform home care visits when and where necessary
- General management and coordination
- Coordinate with other members of the multi-disciplinary team surrounding each patient.
- Ensure the overall smooth functioning and integration of the various activities in the clinic.
- Collaborate with the project coordination team on all project related matters.
- 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.
- Deal and negotiate with local authorities as needed.
- Deal with community volunteers in order to ensure mobile clinic activity smoothly and systematically.
- Supervise Health Officer and Nurse at clinic level with regard to the proper performance of their duties.
- Lead the clinic meetings and team meeting actively.
- Lead capacity development trainings for both staffs and red cross volunteers.
- Support technical guidance to team members.

"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"

- Signal and initiate improvements in the functioning of the clinic.
- Participate in camp coordination meetings if necessary.
- Carry out any other tasks assigned by the Hub Manager.

Data collection and reporting

- To ensure the correct, complete and timely collection of relevant data.
- Monitoring to clinic
- activities and analyse relevant data.
- Compile activity reports on a regular basis.
- 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
- Assist Health Program Coordinator in reporting and participate in coordination meeting if it is needed

Skills, Competency and Requirements

- M.B.,B.S with valid Medical Registration
- At least 1 years' experience in health care program related activities or health care activities
- Previous experience of working in Rakhine would be advantageous
- Experience of working with communities in conflicts/disasters
- Previous Civil Servants need to have official clearance letter with CV
- Good knowledge of Primary Health Care and clinical medicine
- Should have strong facilitation, communication, coordination and interpersonal skills
- Computer literacy (Word, Excel, Power Point) in both Myanmar and English and data management skills
- Ability to manage and prioritize multiple tasks, takes initiative, work well in a team and live in stressful situations
- Ability to travel frequently to program sites
- Ability to work effectively with the two ethnic communities in the state and international staffs
- Willingness to promote Red Cross principle of neutrality, impartiality and independence
- Interest in learning about the Red Cross/Red Crescent Movement

"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"

- Strong interpersonal and communication skills including excellent oral and written English language skills
- Excellent command of English and Myanmar especially in translating, including written, spoken and typing
- Rakhine ethnics and Muslim language skill are more preferable

****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: mrcshrmaungdaw@redcross.org.mm

Branch Office:

Myanmar Red Cross Society

Boe Muu Ywar St, East of Myo Ma Quarter

Maungdaw Township, Rakhine. (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.

"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"