



Myanmar Red Cross Society

HR-HQ VA No. 099.3 – Nurse



Myanmar Red Cross Society (MRCS) is volunteer based humanitarian organization throughout the whole country acting with and for the most vulnerable at all times.

Nurse

- No. of Post** : 2 Posts
- Report to** : Medical Coordinator
- Department** : Health Department
- Project/Program** : Access to Primary Health for Conflict and Climate-Affected Population
In Northern Shan State
- Duty Station** : Tangyan and Namhsan (Northern Shan State)
- Grade** : D-1
- Benefits** : Salary + Insurance + Training + Travelling Allowances + Casual Leave
+ Quarantine Leave + Annual Leave + Medical Certificate Leave + Maternity
Leave + Substituted Leave + Hardship and Accommodation Allowance
- Application Deadline** : Until Candidate Identified

Background of Project

Through the establishment of three mobile health teams (Primary Health Intervention Surge Teams (PHIST)) comprising medical doctors, nurses, health promotor, Red Cross Volunteers, MRCS will provide the target communities with primary healthcare especially for accessible to treatment of minor illness and injury, early detection and timely referral of both major communicable and non-communicable diseases, health related awareness sessions to community to get the resilience to health-related problems. The teams will be properly trained and equipped with necessary medical equipment. The mobile medical teams (Primary Health Intervention Surge Teams (PHIST)) will ensure proper provision of medical consultations and management in the context of current pandemic as well as those affected by emergencies (natural disaster and conflicts). If needed, patients will be referred to hospitals and facilities for follow up care and more advanced treatments. The teams will coordinate closely with local Red Cross Branches, existing community-based health projects of MRCS in the target areas, local MoH and other stakeholders.

Purpose of the Position

The overall purpose of the **Nurse** is to assist the Medical Coordinator of the mobile health team (Primary Health Intervention Surge Teams (PHIST)) and to take the responsibility for ensuring stock as well as patient registers and reports. Furthermore, overall monitoring to clinic, keeping all

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"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"

Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality



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medical equipment clean and operational for use and registering all medical equipment are supposed to be responsible.

Duties and Responsibilities

Clinical Care

1. Ensure MRCS policies and guidelines are properly followed.
2. Assist the Medical Coordinator in providing appropriate clinical care, diagnosis, treatment of prevalent diseases and ensuring proper referral to next higher-level facilities when requested from the health department, the red cross branches and other relevant local authorities.
3. Control, record and store medicine sub-stock, keep all medical equipment clean and operational for use, register all medical equipment.
4. Provide proper wound care to patients if needed and guide red cross volunteers in proper dressing care.
5. Ensuring triage system for crowd control and provide systematic clinic flow in mobile clinic sites.
6. Perform emergency & primary health care services aligning with the MRCS policies when requested from the health department, the red cross branches and other relevant local authorities.
7. If and when needed, travel to areas in need together with the clinic teams.
8. Lead capacity development trainings for both staff and red cross volunteers.

Coordination

9. To assist the Medical Coordinator and Senior Health Medical Coordinator in coordination with relevant local Governmental and non-governmental stakeholders for project related matters to ensure overall smooth functioning and integration of the various activities in the clinic.
10. Coordinate with relevant local governmental and non-governmental stakeholders including community leaders and service users to ensure higher accessibility to services with least barriers.
11. To communicate with community/Red Cross volunteers in order to provide mobile clinic activities timely and systematically.

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Data collection and reporting

12. Make sure the daily/monthly report, other data and information submit to the Supervisors as necessary.
13. To ensure the correct, complete and timely collection of relevant data.
14. To support the Medical Coordinator in monitoring to clinic activities and analyse relevant data.
15. To support the Medical Coordinator to compile activity reports on a regular basis.
16. To ensure that stock registers/ patient registers/reports/analysis are done correctly and systematically and that numbers are medically pertinent.
17. To prepare Rapid Response Team Daily Record Form according to patient data and report to State Health Department daily through Senior Health Medical Coordinator as needed.

Planning, Monitoring & Evaluation

18. To assist Medical Coordinator and Senior Health Medical Coordinator in developing monthly/quarterly PoA, budget and procurement plan, preparation for mobile services, and assessing community orientation as well.
19. To assess needs for medicines and medical materials for ordering, in collaboration with Senior Medical Coordinator and ensure proper supply of drugs, medical and logistics supplies at clinic level by requesting procurement in good time.
20. Supervise the Health Promotor and Driver at the clinic level with regard to the proper performance of their duties.
21. To signal and initiate improvements in the functioning of the clinic.
22. To ensure that program implementation is in line with MRCS strategy, policies and the red cross fundamental principles, prevention of fraud and corruption guidelines, staff regulations and code of conduct.
23. Facilitate and/or involve in the mainstreaming of Sexual and Gender-based Violence (SGBV) components into the project.

General

24. Perform any other duties and responsibilities as may be assigned.

Skills, Competencies and Requirements

- **Must be B. N. Sc (or) Diploma in Nursing with valid Medical License**
- Other Relevant Master Degree
- Minimum 2 years of clinical experiences

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- Experiences in health care program related activities or Mobile clinic activities in NGO/INGO
- Sound clinical knowledge, clinical examination and clinical management skills
- Well-developed computer skills, with demonstrated competence in Excel, Word and Power point (English and Myanmar)
- Strong skill in numerical recording, data maintenance
- Strong interpersonal and communication skills
- Well organized, efficient, with excellent attention to detail and ability to meet deadlines
- Ability to manage and priorities multiple tasks, take initiative and problem solve
- Able to work well in a team and live in stressful situations
- Ability to travel anywhere at short notice
- Fluent in Myanmar and English language
- Fluent in Indigenous language (Shan for Tangyan and Palaung for Namhsan)

****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.**

Branch Office:

**Myanmar Red Cross Society
No. 42, Red Cross Building, Strand Road,
Botahtaung Township, Yangon. (or)**

Email: mrcshrrecruitment@redcross.org.mm (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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