



# Myanmar Red Cross Society

HR-HQ VA No. 125 – Senior 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.

## Senior Nurse

<b>No. of Post</b>	<b>: 3 Post</b>
<b>Report to</b>	<b>: Senior Medical Doctor</b>
<b>Department</b>	<b>: Rakhine Operations Management Unit</b>
<b>Program/Project</b>	<b>: Humanitarian Assistance to People Affected in Chin, Sagaing and Magway Project</b>
<b>Duty Station</b>	<b>: Pakokku</b>
<b>Grade</b>	<b>: D-2</b>
<b>Benefits</b>	<b>: Salary + Insurance + Training + Travelling Allowances + Casual Leave + Quarantine Leave + Annual Leave + Medical Certificate Leave + Maternity Leave + Substituted Leave</b>

**Application Deadline : 8-December-2023, 16:30**

### Background of the Project

In 2023, MRCS is increasing its engagement in the Chin, Sagaing, Magway and Mandalay state/Region through immediate, medium, and long-term support to people affected by communal violence. Operation Management Unit is taking responsibility to implement the conflict-affected areas such as Rakhine, Chin, Southern Shan, Sagaing, Magway and Mandalay State/Region. MRCS in collaboration with the Danish Red Cross is implementing a Health program in Rakhine, Chin, Sagaing, Magway and Mandalay State/Region. The project seeks to contribute primary health care services to communities both directly and indirectly affected by communal violence. The programme is targeting township in Chin, Sagaing, Magway and Mandalay State/Region. Health Programme in Chin, Sagaing, Magway and Mandalay State/Region is under the management of Pakokku Hub office. The programme is strengthening Myanmar Red Cross Society (MRCS) capacity to engage communities in resilience programming through primary health care services, training and awareness building. The programme will also seek to address an observed need for health services and lack of awareness surrounding hygiene practices in villages through direct interaction with community 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"**

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

*MRCS-DRC/Senior Nurse for Pakokku/Humanitarian Assistance to People Affected in Chin, Sagaing and Magway Project/Rakhine Operations Management Unit*

*(24/11/2023)*

**Page 1 of 5**



# Myanmar Red Cross Society

HR-HQ VA No. 125 – Senior Nurse



## Purpose of the Position

The **Senior Nurse** is a member of one of the MRCS mobile clinic team's operations in Chin, Sagaing, Magway, Mandalay State/Region, 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 and Township 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 SHD, Local Red Cross, local community and village leaders, and other organizations providing health care as necessary.

## Duties and Responsibilities

### **Clinical Care**

1. Ensure MRCS policies and guidelines are properly followed.
2. Assist Senior Medical Doctor in organization of mobile health clinic services, planning, community orientation and preparation for mobile services.
3. Assist Senior Medical Doctor in coordination and networking activities for mobile services in community.
4. Control, record and store medicine sub-stock, keep all medical equipment clean and operational for use, register all medical equipment.
5. Provide health education and counselling to community and target groups.
6. Provide proper wound care to patients if needed and guide red cross volunteers in proper dressing care.
7. Ensure triage system for crowd control and provide systematic clinic flow in mobile clinic sites.
8. Perform emergency & primary health care services with the MRCS policies when requested of the health department, the branch red cross and other local authorities

### **Coordination**

9. To coordinate with other members of the multi-disciplinary team.
10. To support team leader on smooth functioning and integration of the various activities in the clinic.
11. In line with MRCS policy and guidelines, coordinate and support to State/Township Health Department request and necessary

**"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"**

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

*MRCS-DRC/Senior Nurse for Pakokku/Humanitarian Assistance to People Affected in Chin, Sagaing and Magway Project/Rakhine Operations Management Unit*

*(24/11/2023)*



## Myanmar Red Cross Society

HR-HQ VA No. 125 – Senior Nurse



12. To collaborate with the Supervisors and program/support teams on all project related matters.
13. 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.
14. To communicate with community/Red Cross volunteers in order to provide mobile clinic activities timely and systematically.
15. To deal and negotiate with local authorities or SHD as needed.
16. To support to Senior Medical Doctor to attend the health cluster meetings.
17. To signal and initiate improvements in the functioning of the clinic.
18. 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.

### Data collection and reporting

19. Make sure the daily/monthly report, other data and information submit to the Supervisors as necessary.
20. To ensure the correct, complete and timely collection of relevant data.
21. To support the Senior Medical Doctor in monitoring to clinic activities and analyse relevant data.
22. To support the Senior Medical Doctor to compile activity reports on a regular basis.
23. 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.
24. To prepare Rapid Response Teams Daily Record Form according to patient data's and report to State.
25. Health Department daily through health program coordinator.
26. Maintain all hard and soft copy files of the program.

### General

27. Follow the MRCS Financial Guideline.
28. Carry out any other tasks assigned by the Supervisor and Department.

**"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"**

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

*MRCS-DRC/Senior Nurse for Pakokku/Humanitarian Assistance to People Affected in Chin, Sagaing and Magway Project/Rakhine Operations Management Unit*

*(24/11/2023)*

**Page 3 of 5**



### Skills, Competencies and Requirements

- **Must be B.N Sc (or) Diploma in Nursing with valid license**
- At least 3 to 4 years' experience in health care program related activities or Mobile clinic activities in NGO/INGO
- Experience of working with communities in conflicts/disasters
- Good knowledge of Primary Health Care and clinical medicine
- Should have strong facilitation, communication, coordination and good personality, interpersonal skills and attitude
- Computer literacy (Word, Excel, Power Point) in both Myanmar and English and data management skills
- Skilling the community mobilization would be more appropriate
- Good coordination and cooperation in team
- Ability to manage and prioritize multiple tasks, takes initiative, work well in a team and live-in stressful situations
- Ability to harmonize team members and build the team spirit
- Flexibility and Support to Emergency Intervention as required
- Ability to travel frequently to program sites
- Ability to work effectively with the different ethnic communities, religious and other group in the state and international staffs
- Interest in learning about the Red Cross/Red Crescent Movement
- Ability to follow Red Cross (7) fundamental principles, MRCS policy, strategies and guidelines
- Understanding of commitment to and willingness to actively promote the Red Cross and Red Crescent Fundamental Principles
- Experience of working for the Red Cross/Red Crescent is preferred
- Excellent command of English and Myanmar especially in translating, including written, spoken and typing
- **Red Cross Volunteers and females are encouraged to apply**

**"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"**

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

*MRCS-DRC/Senior Nurse for Pakokku/Humanitarian Assistance to People Affected in Chin, Sagaing and Magway Project/Rakhine Operations Management Unit*

*(24/11/2023)*



## Myanmar Red Cross Society

HR-HQ VA No. 125 – Senior Nurse



**\*\*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](mailto:mrcshrrecruitment@redcross.org.mm) (or)

**Branch Office:**

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

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.**

**"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"**

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

*MRCS-DRC/Senior Nurse for Pakokku/Humanitarian Assistance to People Affected in Chin, Sagaing and Magway Project/Rakhine Operations Management Unit*

*(24/11/2023)*

**Page 5 of 5**