



Myanmar Red Cross Society

HR-VA No.031 – WASH Assistant



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

WASH Assistant

- No. of Post** : 1 post
- Report to** : Emergency - WASH Officer
- Department** : Health Department
- Program/Project** : MRCS Earthquake Response & Relief Operation
- Duty Station** : Naypyitaw/Yangon
- Grade** : C-1
- Benefits** : Salary + Insurance + Monthly Allowances + Periodic Allowances + Training Communication Charges + Travelling Allowances + Casual Leave + Quarantine Leave + Earned Leave + Medical Certificate Leave + Maternity Leave + Home Leave + Substituted Leave + Paternity Leave + Compassionate Leave + Blood Donation Leave

Application Period : 18-March-2026 to 23-March-2026, 16:30 p.m.

Brief Intro About Department or Program: MRCS Health program is based on MRCS Strategic Plan, MRCS Health Strategy and policy. The goal of the program is to reduce mortality and morbidity related to priority communicable diseases and the impact of public health emergencies and disasters, and promotes health and sanitation by improving the capacity of communities and Red Cross branches. MRCS continues to engage several community-based programmes with the support from Red Cross movement partners and the interventions undertaken are aimed at improving the resilience of vulnerable communities towards occurring risks (health risks and future disasters).

Project/Program Background: The Earthquake Operation under the Myanmar Red Cross Society (MRCS) is a dedicated emergency response initiative designed to address the urgent humanitarian needs resulting from the recent earthquake that has impacted multiple regions across Myanmar. Coordinated with support from both domestic and international partners, the operation aims to provide timely and effective assistance in key sectors such as shelter, health,

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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

MRCS-IFRC-EA(HQ)/WASH Assistant for Health/NPT/YGN (18/3/26)



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water and sanitation, livelihood recovery, and protection services. **The Earthquake Operation is managed under the Mandalay Earthquake Relief and Recovery Operation (ERRO) Team**, working in close collaboration with MRCS internal departments, branches, volunteers, and communities to ensure a well-coordinated, people-centered response aligned with MRCS's strategic priorities and operational guidelines.

Purpose of the Position: Within the framework of the MRCS policies and procedures and in accordance with fundamental principles of the Red Cross Movement, the WASH Assistant will assist the Emergency WASH Officer. He or She is responsible for supporting the implementation of WASH (Water, Sanitation and Hygiene) programs as well as during emergency situations, particularly in areas affected by disasters.

Duties and Responsibilities:

Program Management

1. Assist in planning and implementing WASH activities in line with MRCS policies.
2. Support field teams and branch volunteers during assessments, distributions, hygiene promotion, and emergency response.
3. Help monitor the progress of WASH projects (construction, rehabilitation, procurement, distribution).
4. Support preparation of training materials, slides, tools, and logistics.
5. Provide technical support to volunteers and branches during capacity-building activities.

Collaboration and coordination

6. Support communication between HQ and township branches by sharing updates, collecting information, and responding to requests.
7. Assist in organizing meetings, workshops, and field visits.
8. Coordinate with MRCS branches, departments, and partners for WASH activities.
9. Coordinate with logistics team for transportation and delivery of WASH items to branches.

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Monitoring, Evaluation and Reporting

10. Assist with collecting WASH data from branches (assessments, monitoring forms, beneficiary data).
11. Prepare draft reports, meeting minutes, activity summaries, and photo documentation.
12. Assist in preparing request forms, distribution plans, and warehouse documentation.

Designated Authority

13. Support emergency deployments as required by MRCS.
14. Perform any additional tasks assigned by WASH Team.

Skills, Competencies and Requirements:

- **Must be University Degree Graduate**
- Should have completed coursework or training related to WASH
- At least 1 years working experience in WASH or humanitarian project implementation, preferably in emergency settings
- Previous experience in working with Red Cross Movement or INGOs is an advantage
- Well-developed computer skills, with demonstrated competence in Excel, Word and Power point (English and Myanmar)
- Familiarity with community mobilization and hygiene promotion tools
- Strong interpersonal and communication skills
- Well understanding of humanitarian and disaster response operations
- Excellent command of English and Myanmar especially in translating, including written, spoken and typing
- Willingness to travel frequently to remote and earthquake-affected areas
- Ability to follow Red Cross (7) Fundamental Principle, 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/ Crescent is Preferred
- **Red Cross Volunteers and females are encouraged to apply**

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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:**

Head Office:

Myanmar Red Cross Society

**Razathingaha Road, Dekhinathiri Tsh,
Nay Pyi Taw**

Yangon Office:

Red Cross Building

**No.42, Strand Road, Botahtaung Township,
Yangon**

Email: mrcshrrecruitment@redcross.org.mm

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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