Myanmar Red Cross Society

HR-VA No.113.1 – Health Officer

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

Health Officer

No. of Post	: 1 Post
Report to	: Medical Doctor @ Coordinator
Department	: Operations Management Unit
Program/Project	: Myanmar Health, Preparedness and Response Project
Duty Station	: Naypyitaw/Yangon
Grade	: D-2
Benefits	: Salary + Insurance + Monthly Allowances + Training + Communication Charges + Travelling Allowances + Casual Leave + Quarantine Leave + Earned Leave + Medical Certificate Leave + Maternity Leave + Substituted Leave+ Paternity Leave + Compassionate Leave + Blood Donation Leave
Application Deadline	: 29-October-2026 to 5-November-2026, 16:30 p.m.

Brief Intro About Department or Program: **Myanmar Red Cross Society (MRCS)** is volunteer-based humanitarian organization throughout the whole country acting with and for the most vulnerable at all times. In 2023, MRCS is increasing its engagement in the Rakhine, Chin, Sagaing, Magway and Mandalay State/Region through immediate, medium, and long-term support to people affected by communal violence. As Operations Management Unit is taking responsibility to implement the conflict-affected areas such as Rakhine, Chin, Sagaing, Magway and Mandalay State/Region. MRCS, in collaboration with the Norwegian Red Cross, is implementing a program in Rakhine, Chin, Sagaing, Magway and Mandalay State/Region. The program seeks to contribute Humanitarian Assistant to people affected in Chin, Sagaing and Magway Project. The programme is targeting township in Chin, Sagaing, Magway and Mandalay State/Region is under management of Pakokku Hub Office. The programme is strengthening Myanmar Red Cross Society (MRCS) capacity to engage communities in resilience programming through Humanitarian Assistant, Risk Awareness and safer behavior, Child friendly space and 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. This position is initial three months and high possibility of extension as long-term program.

Purpose of the Position: **Health Officer** is a member of one of the MRCS mobile clinic teams operations in Rakhine, Chin, Sagaing, Magway and 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.

Health officer works to enable and encourage people to increase control over their state of health. Health promotion is a social and political process that aims to increase the health education of individuals by MRCS CBFA tools and allowing them to make healthy choices in the lifestyles. Health officer works within the community to promote engagement in health issues, Psychosocial Support and awareness of community-based first aid services.

Duties and Responsibilities:

Public Health Care

1. Providing advice and information to individuals or community groups, through the use of presentations, exhibitions and the media.
2. Working with, advising and training others to deliver health education, Psychosocial Support and Community Based First Aid Services such as Red Cross Volunteers, Community Health Workers and Community Volunteers who may be involved with health education.
3. Develop the health awareness of individuals, groups and empower them to make healthy choices.
4. Run community training courses and workshops in areas according to community based first aid guidelines.
5. Identify training needs arising from strategic and local agendas for people such as health Red Cross/community volunteers and the community.
6. Provide specialist advice and resources to other agencies, such as schools and local communities.
7. Lobby for increased recognition of preventative and promotional measures that can take place at a population level and which have a positive impact on the health of a community.
8. Produce leaflets, posters, videos and brochures to aid health promotion in different environments.
9. Ensure that all activities are implemented based on plan and timeframe to provide health education, psychosocial support sessions and community based first aid awareness sessions to targeted areas.

Clinical Care

10. To support the Medical Coordinator in organizing and preparing for mobile clinic services to ensure efficient operations and effective integration of all clinic activities.
11. To implement and maintain a triage system to manage patient flow and crowd control, ensuring a smooth and orderly clinical process at mobile clinic sites.

12. To assist the Nurse with the management of medical supplies, including the control, documentation, and appropriate storage of medicine sub-stock as necessary.
13. To collaborate with the Medical Coordinator and Nurse to deliver emergency and primary health care services in accordance with MRCS policies, in response to requests from the health department, local Red Cross branches, and other relevant authorities.

Coordination/Collaboration

14. To coordinate with other members of the multi-disciplinary team.
15. To support team leader on smooth functioning and integration of the various activities in the clinic.
16. To collaborate with the Hub Manager and program/support team on all project related matters.
17. 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.
18. To deal and negotiate with local authorities or SHD as needed.
19. To support to Medical Doctor to attend the health cluster meetings.
20. To signal and initiate improvements in the functioning of the clinic.
21. Flexible for other tasks assigned by Hub Manager.

Data collection and reporting

22. To ensure the correct, complete and timely collection of relevant data and report appropriately through Health Program Coordinator.
23. To support the Medical Doctor in monitoring to clinic activities and analyse relevant data.
24. To support the Medical Doctor to compile activity reports on a regular basis.
25. 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 University Graduate in a Health-related field, such as Community Health, Nursing or another Health-related Degree**
- Working experience with other INGO/local NGO in health care program and public health care services
- Previous experience of working in MRCS would be advantageous
- 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
- 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
- Well organized, efficient, with excellent attention to detail and ability to meet deadlines
- Fluent in Myanmar and English Language
- Rakhine ethnics and Muslim language skill are more preferable
- Good interpersonal skills
- Willingness to travel frequently to remote and earthquake-affected areas
- 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
- **Red Cross Volunteers and females are encouraged to apply**
- Applicants are required to fully comply with MRCS staff regulations, the organization's code of conduct, PSEA policy, child safeguarding standards, anti-fraud and corruption measures, equal opportunity principles, and all other zero-tolerance policies and procedures.

"We strive to advance diversity and gender equality across our organization and strongly encourage applicants from diverse backgrounds to apply."

****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.

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.

"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