

Zenith Technical Resource Initiative (Zenith TRI)
Vacancy Announcement

Position Title	: Area Coordinator (Eastern Shan)
Position Type	: Full-time
Report to	: Senior Program & Technical Manager
Time Frame	: 01 May 2024 – 30 September, 2025 (Potential to extend upon funding availability)
Job Location	: Keng Tung (or) Tachileik (frequent travel to project sites)

Background: With the aim to establish a local technical support team composed of a diverse group of local professionals with a variety of knowledge and skills for public health interventions, Zenith TRI was established in 2019 dedicated to focus on access, equity, and quality, using approaches that empower country's public and private health sector to advance their skills and create lasting solutions in the areas of health commodity supply chain management and Sexual and Reproductive Health and Rights (SRHR) through a sustainable local technical resource in Myanmar.

Purpose: Under the overall supervision of the Executive Director, and close supervision of Deputy Program Director (SRMNCAH) of Zenith TRI, this position holder will closely work with Program Team for Zenith TRI's project implementation mainly GP engagement, monitoring, reporting on progress of the existing project. S/he will be based in Keng Tung (or Tachileik) and will have frequent travel within eastern Shan as a routine practice. This position will report directly to the Senior Program and Technical Manager.

Job Description

Key Areas of Responsibilities:

- Represent Zenith TRI, oversee, track and coordinate all aspects of the project implementation activities against the work plan, timeline and budget allocated for each activity, and provide with any feedback and information to make right decision for Senior Management Team;
- Work as a key facilitator between Zenith TRI and sub-partners at the township level, health service providers and communities/clients in project townships;
- Conduct regular supportive supervision visits to the project sites where project activities are being implemented and health service providers, identify and troubleshoot operational challenges and issues, and report back to Senior Management Team of any issues to be addressed;
- Provide any necessary support to the Program and Technical team in service mapping, , organizing different trainings/meetings/workshops, service quality assessment, engagement with private providers, setting up the referral linkage, and local procurement of emergency RH supplies;
- Cooperate with Program and Technical Team, Health Security Team, and M&E Team in collecting and analysing program data, reviewing programmatic reports of consortium partners as necessary;

- Report key programmatic issues, disease outbreak and any security incidence to Program and Technical Team that is required to take management actions in a prompt and timely manner;
- Provide inputs and support to Zenith TRI HO on budget utilization, budget revision and financial reporting;
- Represent Zenith TRI at programme meetings with donor/stakeholder when required.
- Perform any other tasks as needed.

Qualifications & Experiences

- University degree in related field required (Bachelor's degree in medicine or public health is best suit for this position and most preferred)
- At least 3 years of professional experience in the public health with demonstrated experience of coordination and collaboration with stakeholders, general practitioners, CBO/CSO and sub-partners.
- Previous experience with, and a good knowledge of infectious diseases, health databased management system, Sexual and Reproductive Health and Right, Maternal, Newborn and Child Health and Cross Cutting Thematic Areas is an advantage;
- Experience in working with KoBo and PowerBI is essential;
- Willingness to travel to project site and work in difficult environments according to travel requirements;
- Full knowledge on team approach, ability to work well as a team member, but also be able to work independently;
- Fluency in written and spoken English.

Interested candidates should submit the CV and cover letter **by 25 April 2024** to and copy to phyowai_thaw@zenithtri.com and copy to saikhun_mine@zenithtri.com.

Zenith TRI is an Equal Opportunity /Affirmative Action Employer. We welcome the applications from all qualified candidates regardless of race, ethnic origin, gender, and disability. Zenith TRI values accountability, equity, and inclusion in all aspects of project activities and fully references "Do no Harm" principles. And Zenith TRI has a zero tolerance to Sexual Exploitation and Abuse of beneficiaries and Protection from Sexual Exploitation and Abuse (PSEA) is high priority of the organization.