Medical Action Myanmar (MAM) is a medical organization. MAM aims to improve access to quality health care for all people in Myanmar. MAM provides large-scale access to prevention, diagnosis & treatment of HIV, Malaria, Tuberculosis and we provide Basic Health Care provided by 20 clinics and 2300 community health workers in remote areas. MAM employs over 1200 staff.

Vacancy For: Nurse  
Reports to: Nurse In Charge, Nurse Supervisor  
Job location: Putao (Kachin)  
Deadline for application: 13th March 2024  
Starting date of position: As soon as possible  
Vacancy number: VA-0030/2024  

**Description of the vacant position:**  
**Duties and Responsibilities**  
Under the supervision of nurse in charge, overall responsibility is to support and assist the primary health care to all fever and/or cough patients including TB cases and suspected Covid-19 cases with high quality service. Responsible to work at an integrated clinic, mainly providing generally ill patients including TB, Covid-19 suspected cases and other diseases.

**Clinical Care**  
- Responsible for dispensing of ART, Anti TB drugs and other medication by providing full information about the medicines and its side effect  
- Responsible to record all the medicines dispense at the clinic with standard records, and also responsible for stock counts, provide reports to clinic team leader or PMC  
- Responsible to make sure the clinic flow is smooth to provide the effective care to the patients.  
- Ensuring triage of patients in waiting areas, wards or during emergencies, detecting the priority acute/emergency cases, carrying out first aid care and referring them to the doctor when necessary  
- Responsible for stock management, consumption data, monthly indent request and expire control of OPD drugs including ART and Anti TB drugs with proper data recording and reporting to the respective supervisors  
- Well practicing and promoting the universal precautions, prevention and infection control, and other protocols and procedures in the medical premises in work area and the whole clinic compound  
- Respecting medical secrets and confidentiality at all times.  
- Organizing and carrying out care and treatments according to medical prescriptions, and assisting physician and MD, daily rounds and other medical procedures.  
- Participating in giving health education of the patient (and family) when necessary.  
- Monitoring of ill cases according to MD’s instruction.  
- Carrying and supervising administrative procedures and documents (fill in patient’s files, forms, consumptions, statistics, registers, health files, etc.), ensuring an appropriate written/oral handover, and reporting any problematic situations and cases that may arise. Participating in data collection and keeping doctors/supervisors informed.
• Perform cleaning and maintenance for biomedical equipment used. Following the user manual and protocols and alert supervisor in case of malfunctioning.
• Responsible for stock management, dispensing, client consultation, performing rapid blood testing of HIV, HBV, HCV in Methadone/ART Centre at hospital if needed.

**Other Responsibility**
• Supervising and training nurse-aids, cleaners and other related staff under his/her supervision, ensuring teamwork and adherence to all appropriate protocols and procedures
• Ensuring the effective communication with both internal and external customers to provide quality health care services with smooth operation
• Other clinical tasks as assigned

**MAM requires:**
**To be successful in this role you must have:**
**Education** :
University degree in nursing care or Diploma in Nursing Valid license and official registration.

**Experience** :
At least 1-year of experience (in emergency medicines or infectious disease)

**Language** :
Basic English /Able to speak local language

**Skills & Specifications** :
Good communication skill, Team building skill, Collaborative nature, empathetic attitude. Interesting working in caring environment, Flexibility, Adaptability, Ability to work under pressure very well.

**MAM offers:**
• Salary depending on experience starting from 240 USD per month (on a 12-monthly basis);
• 13th month bonus;
• 20 days of annual leave;
• Leave compensation up to one month of pay for untaken leave;
• Medical benefits;
• Gratuity Pay;
• Accommodation provided for non-residents;
• Paid home leave including travel cost and time;

**Application process:**
Interested applicant should submit updated CV/Resume in the link below:
https://forms.gle/mGF3CYvMMAPdVaoH7

No need to send scans or copies of certificates or diplomas, these will be requested later.
For further information on Medical Action Myanmar, please consult our website mam.org.mm

Please note that due to the urgency of this position, applications will be reviewed on an ongoing basis, and the org reserves the right to initiate the recruitment process before the deadline for applications.

MAM welcomes applications from all sections of the community including people with disabilities.