



Vacancy Notice:	026-2026/MATA/AIS-Vacancy
Issue Date:	6th October, 2026
Designation Post/Title:	Clinic Assistant for MATA AIS Project.
Number of Posts:	1 post
Duty station:	Maubin, Ayeyarwady Region (with duty travel as required)
Closing Date	16th October, 2026 before 5:00 PM.
Resuming duty:	As soon as possible
Accountable to:	(1) President MATA (2) Program Manager, MATA AIS Project.

Qualifications: Experiences and Preferences

- Must be Nurse/ Lady Heath Visitor/ Midwife/ Health Assistant and any other graduate.
- Must have at least two years' experience of work preferably in TB control activities.
- Strongly committed and dedicated to achieving the result and outcome of the project
- Able to work harmoniously within a team and with community people
- Must have good communication skill and able to work with a wide range of local stakeholders.
- Must be enthusiastic, energetic and able to work for long hours.
- Having English language and computer skills (Microsoft Office Package and familiarity with Internet/Email would be an asset.)

Roles and responsibilities of Clinic Assistant

- Conducting health education session to clinic attendants/patients.
- Take main responsibility for provision of counseling services for TB treatment adherence and HIV counseling to confirm TB patients.
- Assist the clinic medical officer for clinic activities including medication dispensing.
- Assist the clinic medical officer in monthly/quarterly technical and financial reporting and recording.
- Must attend at least one week counseling training both for TB treatment adherence and HIV counseling.
- Keep the clinic clean and tidy.
- Assist in monitoring & checking of technical supplies and equipment including stationaries.
- Follow rules and regulations of MATA and PR organization.
- Perform any other duties as required assigned by clinic Medical Officer.

How to apply:

MATA is holding the non-discrimination policy and all interested professional candidates are appreciated and welcome.

In submission, the following package must be mentioned and attached:

1. **Myanmar Anti-TB Association Vacancy Application Form (attached)**
2. **Professional Curriculum Vitae** (which can reflect the above-mentioned working experience and educational background)
3. **Two professional references**

For application submission,

- (a) Soft copy via email address matahivtbais@gmail.com
(Mention in Subject [026-2026/MATA/AIS-Vacancy])

OR

- (b) Hard copy to

Myanmar Anti-TB Association, MATA AIS Project

No.38-B, Eaik Sa Thaya Street, Thuwanna VIP(II), 30 Ward, Thingangyun Township, Yangon.

Note: Only short-listed candidates will be notified for interview.

MATA is not obliged to return the received applications.

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