



Community Action. Leveraging Services.

VACANCY ANNOUNCEMENT # 050- 2025

01 July 2025

Lan Pya Kyel Association (“LPK”) is a non-profit, non-political and non-sectarian organization. It is local organization in Myanmar. LPK is currently providing full comprehensive package of HIV prevention and treatment to vulnerable populations particularly, sex workers and men who have sex with men and Transgender Women. Organization has been implementing HIV and related programs throughout the country for the past 20 years with the name of “TOP”. Lan Pya Kyel is now inviting applications to fill the following position:

Job Title	:	Nurse
Office	:	Meikhtila - Lan Pya Kyel
Report to	:	Medical Officer
Contract Term	:	Fixed term contract based on project period

JOB SUMMARY:

Lan Pya Kyel is working in Myanmar to give health services to key population such as MSM, FSW, TG with package of services including HIV, TB, STI and FP. He/she works for LPK's HIV/AIDS and TB projects will be aiming at reducing HIV/TB co-infected transmission and HIV/AIDS-associated morbidity and mortality amongst the high-risk and marginalized population of Sex Workers (FSW), Men who have Sex with Men (MSM) and Transgender women (TGW) in Myanmar.

His/her mission is to provide competent clinical services to the clients while supporting the clinic teams including Medical Officers and Laboratory Officers.

DUTIES & RESPONSIBILITIES:

Clinical Procedure:

- Perform injections, wound dressing, and cannula insertion as needed.
- Do family planning counseling for the female clients of reproductive age and help them in choosing the suitable method of contraception.
- Assist or perform investigation procedures and treatment procedures as requested by the Medical Officer.

Triage and Infection Control:

- Participate in the triage of patients presenting to clinic and give immediate nursing care to ill/sick patients and to inform to the Medical Officer immediately according to the indications.
- Practice in accordance with the infection control standards and ensure strict adherence to universal precautions in the clinic.
- Ensure infection control measures (i.e. hand hygiene, systematic use of PPE, Non-touch aseptic techniques, waste management) are followed at KPSC and act as an infection control focal.
- Supervise and provide technical support and training to staffs involving in infection control, and disinfection in the clinic.
- Perform Infection Prevention and Control (PC) audit at relevant intervals and submit report to coordination technical team.
- Supervise the disposal of non-medical waste from the KPSC to be in line with LPK Waste Management SOP.



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Dispensing and Stock Management:

- Dispense medical commodities per Lan Pya Kyel Protocol and ensure that the patient is clear on how to take the medication with right dose and timing by enhancing his/her adherence.
- Enter Consumption report or record on daily basis and check them on weekly basis.
- Record monthly stock consumption timely and correctly.
- Communicate with LPK Coordination and partners and national stakeholders for timely management of clinic stocks.

Sample Collection and Testing

- Take blood or other samples from patients as needed for investigation purposes, and monitor maintenance of cold chain system for blood and other samples for sample storage and transportation.
- Perform HIV testing services with point of care, testing for the diagnosis of HIV where there is no laboratory.
- Distribute sputum cups to the TB presumptive clients after clear instructions on how to collect samples are given.

Supervision of Clinic Assistant/Support:

- Supervise the clinic assistant/support in their activities and ensure the quality of the services they provide to the clients.
- Together with clinic assistant/support, manage the client files in a systematic manner.

Technical Assistance:

- Give input to the Supervisor regarding the stock status of the instruments and commodities needed for investigations and supervision of medical and pharmaceutical stock management.
- Accompany outreach team during mobile visits to the service areas to perform HTS screening activities, necessary nursing care, injection, dispensing, etc.,
- Assist to Laboratory Technician in Laboratory if needed.

Other:

- Always maintain the confidentiality of clients.
- Supervise and support clinic assistants and/or clinic supports.
- Ensure relevant LPK program data are entered in respective databases.
- According to project needs, carry out patient consultations and timely referral for complicated cases.

QUALIFICATIONS

- University degree or Diploma in Nursing (B.NSc is preferred).
- Diploma in midwife can also apply if he/she possesses relevant experiences of minimum 5 years.
- Basic English and computer skills.
- Able to speak local language.
- Flexible and empathetic attitude, able to work in a multicultural context.

If you are interested in the position to apply, please submit your Application Letter, Curriculum Vitae, and three referees including your last employer through the link below or send to the following address not later than **15 July 2025 (Tuesday)**.

Lan Pya Kyel Office: No (69 – B), Corner of Myat Lay Lane and Pyi Thar Yar (2) Street, Pyi Thar Yar Quarter, Meikhtila.

09 256032883, 09 969906289, 09 250168734

Email : hr@lanpyakyel.org



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Only short-listed candidates will be invited for relevant tests and/or personal interviews.

Hiring process will start as soon as the suitable candidates apply for this position.

At Lan Pya Kyel, we believe in the value of diversity and are proud to be an equal opportunity employer. We invite applications from individuals of all backgrounds and experiences, including those of any race, ethnicity, religion, age, gender, sexual orientation, or disability. Lan Pya Kyel is committed to maintaining a workplace free from fraud, corruption, sexual exploitation, harassment, and abuse. Our employees are expected to adhere to the highest standards of integrity and professionalism, as outlined in the Code of Conduct.

“Lan Pya Kyel internal staff are encouraged to apply, and will be given equal treatment to external candidates”