

Vacancy Announcement

Medical Officer (m/f/d)

Following the recent major earthquake affecting multiple regions in Myanmar—including Nay Pyi Taw, Sagaing, Mandalay, and Southern Shan, our organization initiated a multi-sectoral emergency response to address the urgent needs of displaced and affected populations. To ensure efficient implementation, coordination, and oversight of this response, the organization is recruiting a **Medical Officer** to provide immediate medical support to earthquake-affected populations.

Purpose of the Position:

To provide immediate medical support to earthquake-affected populations and strengthen the capacity of local partner organizations who serve as first responders. The Medical Doctor will ensure quality clinical care, public health guidance, and technical support in coordination with Organization and partner health teams.

Position Details:

Number of Positions	: 1 post
Department	: Program
Duty Station (1)	: Mandalay, Myanmar (Frequent visits to project areas) 1 post
Contract Duration	: 6 months (with possibility of extension based on funding and needs)
Reports to	: Project Manager/ Emergency Response Coordinator
Supervision	: Nurse
Closing Date	: 7 th May 2025

The Medical Officer will be responsible for the following tasks under the supervision of the Project Manager/ Emergency Respond Coordinator.

Key Responsibilities:

1. Medical and Clinical Support

- Provide direct medical care and first aid services in coordination with local health teams and mobile clinics.
- Conduct medical assessments, triage, and referral for critical patients to functioning health facilities.
- Monitor for potential disease outbreaks and report health risks to relevant coordination bodies.

2. Support to Local Partners

- Offer on-site coaching and supervision to health staff from local partner organizations.
- Provide technical advice on treatment protocols, case management, and infection prevention and control (IPC).
- Ensure local partners are equipped with updated clinical guidelines and emergency health kits.
- Assist partners in setting up temporary clinics or health posts as needed.

3. Capacity Building and Knowledge Sharing

- Facilitate short orientation sessions or just-in-time training for partner staff on key topics such as:
 - Triage and emergency trauma care
 - Psychological First Aid (PFA)
 - Management of communicable diseases in emergencies
 - Health and hygiene promotion
- Promote a do-no-harm and patient-centered approach in all medical interventions.

4. Coordination and Information Sharing

- Participate in health cluster meetings and coordination forums when required.
- Liaise with local health authorities to align response efforts and referral pathways.
- Document lessons learned and contributed to after-action reviews or debriefings.

5. Supply and Logistics Support

- Collaborate with logistics teams to assess and request essential medical supplies and equipment.
- Monitor the use and stock levels of medicines provided to partners.
- Ensure that cold chain and safe storage conditions are maintained where applicable.

6. MEAL and Reporting

- Contribute to health-related data collection and rapid needs assessments.
- Submit timely reports on activities, health trends, and partner support provided.
- Flag any critical health gaps or ethical concerns to the ERT lead and CO.

7. General

Guides and supervises staff by identifying training needs of the respective staffs and provides on the job training.

- Be an active role model towards patients, their families and BHS by adhering to a personal healthy behavior and lifestyle.
- Adhere to and respect Malteser International guidelines and codes.
- Carry out any additional tasks in accordance with the project proposal as requested by the Project Manager.
- Ensures to inform relevant information, any difficulties and challenges to Project Manager and share with all team members for better ways forward.
- Be accountable about utilizing the project's resources and materials.
- Attend training and meetings provided by Organization, partner organizations and other relevant stakeholders.

- Collect feedback and complaints from beneficiary, report to supervisors and assist in responding to community

8. Required Qualifications and Experience:

- M.B.B.S (valid medical registration with SAMA)
- Previous experience working with teams in a relevant field in Emergency Respond for 3-5 Years.
- Previous experience in cooperating and negotiating with the government will be an asset.
- Ability to ensure supportive supervision, data collection and reporting.
- Understands challenges faced by rural communities in relation to poor health and lack of knowledge.
- Excellent communicator with strong interpersonal skills and able to deal with the local communities.
- Fluency in written and spoken for English and Myanmar languages.
- Experience working with UN or NGO will be an asset.
- Must be a citizen of Myanmar.

Safeguarding and Code of Conduct:

The Medical Officer is expected to uphold organization policies on Safeguarding, Child Protection, Prevention of Sexual Exploitation and Abuse (PSEA), and the Humanitarian Code of Conduct, ensuring a safe and respectful work environment for staff and affected communities.

How to Apply: If you are interested in this position, please submit your comprehensive application (CV, cover letter, copies of educational certificates, and three professional references) to hrrecruitmentss2025@gmail.com with the subject line “**Medical Officer**, Yangon, Country Office.”