



## Myanmar Red Cross Society

HR-HQ VA No.091 – Field Officer (WASH)



Myanmar Red Cross Society (MRCS) is volunteer based humanitarian organization throughout the whole country acting with and for the most vulnerable at all times.

### Field Officer (WASH)

No. of Post	: 1 Post
Report to	: Program Coordinator
Department	: Operations Management Unit
Program/Project	: Myanmar Health, Preparedness and Response Project
Duty Station	: Nay Pyi Taw/Yangon
Grade	: D-2
Benefits	: Salary + Insurance + Monthly Allowances+ Periodic Allowances+ Training + Communication charges + Travelling Allowances + Home Return Leave/ Earned Leave + Casual Leave + Quarantine Leave + Medical Certificate Leave + Maternity Leave + Substituted Leave + Paternity Leave + Compassionate Leave + Blood Donation Leave

**Application Period** : 13-June-2025 to 27-June-2025, 16:30 p.m.

#### Brief Intro About Department or Program/Project:

Since 2017, MRCS has focused on increasing its engagement in the Rakhine state through immediate, medium and long-term support to people affected by communal violence, Arm Conflict, and Natural Disasters with the support of IFRC, ICRC and other PNS. MRCS has initiated Branch Capacity Building Development program in Sittwe, Mrauk-U, Kyauktaw, Ponnagyun, Minbya, Pauktaw, Myebon, Maungdaw, Buthidaung, and Rathedaung Townships. MRCS is setting up Operational Management Unit and under that Sittwe Hub Office, Maungdaw Hub Office and Paletwa sub-Office and Pakokku Hub Office are undertaking community resilience program, Emergency response (Conflict & Disaster), Early recovery intervention, Livelihood restoration, and Primary Health Care services in Rakhine, Chin, Sagaing, Magway and Mandalay State/ Region. The program will strengthen the Myanmar Red Cross Society's (MRCS) capacity to engage communities in resilience programming, emergency response, and early recovery intervention through learning by doing, on-job training, and awareness building.

**Program Background:** Myanmar Red Cross Society is now responding to Complex emergency affecting the population. The Program is preparing for emergency response and recovery actions in selected areas: As Operations Management Unit is taking responsibility to implement the conflict-affected areas such as Rakhine, Chin, Sagaing, Magway and Mandalay State/Region.

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"Our recruitment and selection procedures reflect our commitment to the safety and protection of children, and prevention of violence among communities' members in our programs"

*Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality*

*MRCS-NRC/Field Officer(WaSH) for NayPyiTaw/Yangon/ OMU (13/6/2025)*



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## Job Purpose:

**Field Officer (WASH)** is usually in charge of visits to the field in order to identify assessing the needs for WASH facilities following defined criteria and motivating beneficiaries to contribute to the project implementation.

## Duties and Responsibilities

### **Programme Management**

1. Facilitate and support community mobilization for development of water solutions (construction/ renovation/ water treatment) including WASH assessments, (RWCT, well, water supply system, piping system, pond etc.) including selection of site, design, cost -effectiveness analysis, tendering, quality assurance and supervision of construction.
2. Support communities to identify and practice water treatment solutions.
3. Ensure DRR, gender and disability issues are taken into consideration for any water sources constructions or renovations.
4. Assist in the design preparation, construction and rehabilitation of water and sanitation facilities ensuring that the constructions are of the highest quality and as per original design.
5. Prepare BOQs and monitor contractors undertaking WASH hardware construction.
6. Collect data and provide updated information on financial and administrative status of WASH activities of the project for analysis and report purposes.
7. Assist in conducting a thorough assessment of the proposed sites, analyzing Lab our requirements, costs, and timeframes, and taking into consideration the successes and constraints of new/rehabilitated water infrastructure at all sites.
8. Participate in Planning and implementation/ supporting Hygiene and Sanitation related campaigns in the communities.
9. Provide technical support and supervise for construction of model latrines.
10. Provide technical support to establish drainage and disposal system.
11. Participate in development of Hygiene and Sanitation IEC and BCC materials.
12. Support communities to practice relevant waste disposal methods.
13. Ensure DRR, gender and disability issues are taken into consideration for any latrine constructions or renovations.

### **Coordination and Collaboration**

14. Support WASH subcommittee meetings and good networking within communities, WASH committee, Township Department of Health, Township Management Department.

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15. Organize/participate in regular monthly and ad hoc WASH coordination with relevant stakeholders from NGOs, INGOs, UNs and Government Institutions.

### Capacity Development

16. Support establishment and training of Water Management and Hygiene and Sanitation Group (establishment, regarding roles and responsibilities of WMHSG members and other relevant trainings in hygiene, PHAST and Operation & Maintenance.
17. Participate in development of WASH guidelines and training of members of WASH in the guidelines.
18. Hands on/practical training of WASH during construction (or) renovation of WASH facilities and other activities.
19. Capacity Building of Red Cross volunteers and Community in WASH.

### Reporting

20. Reporting on progress in implementation of planned activities.
21. Data collection and record keeping of Township WASH data.
22. Develop monthly/ quarterly detailed work-plan/ area budget plan and expenditure.

### Skills, Competencies and Requirements

- **Must be University Graduate** in Civil Engineering, BE (Civil) or A.G.T.I or related fields
- Experiences in changeable behaviours, PHAST, CLTS WASH related construction, and assessment and other WASH activities in rural and remote areas is desirable
- Ability to work well in a team and dealt with stressful situation and ability to travel anywhere at short notice
- Willing to work flexible hours as needed and without closed supervision
- Ability to travel long distances on motorbike to selected target communities
- Effective trainer and facilitator skills
- Good accountability, leadership, adherence, relationship with colleagues
- Effective communication and coordination and reporting skills
- Knowledge of Auto CAD (2D)
- Effective English language skill
- Understanding of the Red Cross Movement and willingness to actively promote Red Cross fundamental principles
- Ability to follow Red Cross (7) fundamental principles, MRCS policy, strategies and guidelines
- Understanding of commitment to and willingness to actively promote the Red Cross and Red Crescent Fundamental Principles

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- Experience of working for the Red Cross/Red Crescent is preferred

**\*\*Note: Applicants will be considered to be shortlisted that need to send application letter, CV, passport-size photo, education qualifications and references (PDF Version) to:**

**Head Office:**

Myanmar Red Cross Society

Razathingaha Road, Dekhinathiri,

Nay Pyi Taw.

Email: [mrcshrrecruitment@redcross.org.mm](mailto:mrcshrrecruitment@redcross.org.mm) (or)

**Branch Office:**

Myanmar Red Cross Society

No. 42, Red Cross Building, Strand Road,

Botahtaung Township, Yangon. (or)

For more information and application, please visit to the [www.redcross.org.mm](http://www.redcross.org.mm)

Only short-listed candidates will be contacted for a personal interview.

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