



**Myanmar Health Assistant Association  
Vacancy Announcement  
(VA - 025/2025 MHAA-HR)**

<b>Position Title</b>	HA/Nurse
<b>No of post</b>	3 Posts
<b>Department/Project</b>	Emergency Earthquake Response Project
<b>Location</b>	Earthquake affected townships
<b>Report to</b>	Medical Officer (Team Leader)
<b>Grade</b>	C2
<b>Application Deadline</b>	9 May 2025

Myanmar Health Assistant Association (MHAA) is organized with Health Assistants and is a national association of public health professionals striving towards accessible and equitable quality public health services through health promotion, prevention and control of diseases. MHAA stands as a united, independent organization earning public trust and international recognition. MHAA works in Myanmar to execute health programs that focus on strengthening and enhancing community access to coordinated, effective, and comprehensive health care services. MHAA is actively implementing programs in 94 townships of Myanmar in the areas of disease control, RMNCHN, WASH and emergency response. Accountability, respect for human dignity, empathy, non-discrimination, integrity, and professionalism are among the MHAA's core values. Please visit [www.myanmarhaa.org](http://www.myanmarhaa.org) to learn more about the MHAA.

**Position Summary**

Under the supervision of the Medical Officer, the post holder is responsible for providing high-quality nursing care to earthquake affected community at all service delivery locations while implementing mobile health care and/or clinic activities

according to the standardized treatment protocols. In the event of a humanitarian emergency, the position holder will be needed to work outside of their regular role profile and adapt working hours accordingly.

## **Specific Duties and Responsibilities**

### **Project Implementation**

- ❖ Work closely with Medical Doctor in the daily provision of primary healthcare services to vulnerable population, including women and under five children.
- ❖ To provide proper nursing care to the patients in primary health care setting.
- ❖ Participate in emergency referral services and support in primary healthcare services, including explaining drug information and dispensing pharmacy to the beneficiaries.
- ❖ To lead the workplace and mobile clinic areas to follow the standard infection control measures and clinic waste disposal according to guideline.
- ❖ To provide technical guidance to health promoter and clinic helper for the mobile clinic set up, infection control, crowd management, and waste disposal
- ❖ To keep records, registers and patients' data systematically and respect confidentiality.
- ❖ Fill stock book for daily receipt and usage of drugs (daily consumption), medical equipment, nutritional supplies.
- ❖ Assist medical officer in commodities forecasting for local procurement of drugs.
- ❖ Check and fill clinic drug stocks before static/mobile clinic sessions and act as focal person in warehouse for medicine and equipment for mobile trip and coordinating with Logistic assistant.
- ❖ Lead verification of monthly physical stock and commodities.
- ❖ Assist Medical Officer in reporting activities.
- ❖ Conduct technical training for volunteers regarding health-related topics and assist medical officer in the training sessions.

- ❖ Participate in community outreach activities and health education on hygiene, nutrition and disease prevention, etc.
- ❖ Provide the health literacy promotion and counselling sessions as needed.
- ❖ Flexibility on request by supervisor and according to project needs are highly expected.

### **Others**

- ❖ Perform other duties as assigned by supervisor.
- ❖ Respect and regard Myanmar Health Assistant Association (MHAA) Policy.

### **Skill and Requirement**

- ❖ Health-related degree (or) Bachelor in Nursing (or) diploma in Nurse (or) Midwife (valid license to practice in Myanmar is preferable).
- ❖ At least 1-year experience in related field.
- ❖ Ability to travel to field sites (Project Areas) frequently is essential.
- ❖ Experience in organizing, planning and implementing in training of volunteers.
- ❖ Good level of written and spoken English (preferable)
- ❖ Must have computer skills in MS office
- ❖ Ability to work systematically, accurately, independently and under pressure in a physically challenging environment
- ❖ Flexibility - ability to work with multi-disciplinary and multi-cultural people, open- minded, good communication skills, ability to listen and diplomacy
- ❖ Good interpersonal communication skills
- ❖ Respect and regard Myanmar Health Assistant Association (MHAA) Policy.

### **Application Instructions**

Candidates should submit their application, including their curriculum vitae and application letter, in one attached file (either Word or PDF file), to the Myanmar Health Assistant Association at **hr.recruitment@myanmarhaa.org**, quoting "**HA/ Nurse VA-025/2025 MHAA-HR**" and referring clearly to the vacancy

announcement number and location as advertised in the subject line. The deadline for applying is **May 9, 2025** Myanmar time.

- ❑ **Application will not be successful if applied position is not mentioned correctly.**
- ❑ **Only short-listed candidates will be contacted for interview. Telephone query will not be answered.**
- ❑ **Application received after the closing date and time will not be considered.**

**“Due to the urgency of the position, our organization reserves the right to recruit a candidate who matches the required profile before the above deadline.”**

**HR Unit**

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**Phone: (+95) 9409832273**

**Email: [hr.recruitment@myanmarhaa.org](mailto:hr.recruitment@myanmarhaa.org)**

MHAA is an equal opportunity employer. We welcome applications from all qualified candidates, regardless of race, ethnic origin, religion, age, gender, sexual orientation, or disability. MHAA has a zero-tolerance policy on fraud and corruption, sexual exploitation, harassment, and abuse, and expects the commitment of its employees to the MHAA Code of Conduct including child protection.