



**Myanmar Health Assistant Association
Vacancy Announcement
(VA- 028/2025 MHAA-HR)**

Position Title	Project Coordinator
No of post	3 Posts
Department/Project	IHNW Project (Earthquake Response)
Location	Mandalay and Myittha Townships, Mandalay Region and Sagaing Township, Sagaing Region.
Report to	Project Officer
Grade	C2
Application Deadline	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 to learn more about the MHAA.

Key Responsibilities

- ❖ Lead and facilitate in latrine construction/ rehabilitation and ensure quality standards.
- ❖ Conduct safe drinking water supply activities including water treatment,

storage, distribution.

- ❖ In collaboration with project team members, develop a distribution plan, and conduct distribution of project related supplies.
- ❖ Conduct and supervise the awareness raising sessions on WASH, Nutrition and Health key messages.
- ❖ Conduct and supervise IYCF counselling, MUAC screening and management of Severe and Moderate Acute Malnutrition.
- ❖ Delivery of primary health care services to the affected communities including PLW and U5 children.
- ❖ Assist in disease surveillance and outbreak response measures.
- ❖ Supervise and train Community Mobilizer and volunteers on Health, Nutrition and WASH technical.
- ❖ Engage community leaders, volunteers, and beneficiaries to ensure participation in project implementation.
- ❖ Train community health workers (CHWs) on WASH, Nutrition, and Health messaging.
- ❖ Monitor and document the progress of project activities in assigned areas
- ❖ Supervise to the Community Mobilizers and CBHWs in project implementation
- ❖ Any other tasks assigned by the Supervisor

Skill and Requirement

- ❖ Health related bachelor degree holder, Health Assistant Certificate or B.Comm.H degree holder.
- ❖ Experiences in design and/or implementation of Communicable Diseases control program, primary health care services and health education activities will be an asset.
- ❖ Experience in organizing, planning and implementing in training of volunteers.
- ❖ Health services for community will be an asset.
- ❖ Good level of written and spoken English.
- ❖ 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, diplomacy.
- ❖ Good interpersonal communication skills.
- ❖ Able to travel to field (Project Areas).
- ❖ Able to adapt in hard-to-reach areas.
- ❖ Respect and regard Myanmar Health Assistant Association (MHAA) Policy.

Application Instruction

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 " **Project Coordinator VA-028/2025 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

Myanmar Health Assistant Association (MHAA)

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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.