

## **Vacancy Announcement**

(VA- 040/2025)

Position Title – **HA/Nurse**

Number of Position – **2 Posts**

Location – **Minbya and Ponnagyun Townships, Rakhine State**

Grade – C2

Closing of Application – **31<sup>st</sup> May 2025, 5:00 PM MMR Time**

Our organization is a non-profit organization operating in Myanmar. We implement health programs aimed at strengthening and improving community access to coordinated, effective, and comprehensive healthcare services. Our key focus areas include disease control, RMNCHN (Reproductive, Maternal, Newborn, Child, and Adolescent Health and Nutrition), WASH (Water, Sanitation, and Hygiene), and emergency response initiatives.

### **Position Summary**

Under the direct supervision of Medical Officer and Project Officer, this position is to involve in planning, implementation and monitoring of mobile clinic and nutrition component of “Integrated Nutrition and Health Project”, and the post holder is also expected to work outside the normal role profile and be able to vary working hours accordingly in the event of a major humanitarian emergency.

### ***Key Responsibilities***

#### **Project Implementation**

- ❖ Conduct medical consultation to severe acute malnutrition children at OTP and triage to refer appropriate treatment program.
- ❖ Conduct Nutrition Education and community awareness raising sessions focusing on MNCH and nutrition practice using nutrition module sessions.
- ❖ Supervise and support to Community Base Health volunteers in target villages and camp including capacity building of local structures
- ❖ Supervise and train community level nutrition volunteer and peer mothers/fathers through quality monitoring support

- ❖ Assist and facilitate capacity building workshops, awareness sessions, review meetings and training sessions for variety of stakeholders
- ❖ Liaise with community/ village authorities, and departmental officials regarding the activities as necessary
- ❖ Assist supervisor in preparing work plan and budget estimation
- ❖ Keep records of activities, and report regularly and as requested on program progress

### **Others**

- ❖ Perform other duties as assigned by supervisor.
- ❖ Respect and regard internal 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.
- ❖ Knowledge on the local language is preferable.
- ❖ Must be able to travel with car/motorbike without any physical difficulties.
- ❖ Ability to travel to field sites (Project Areas) frequently is essential.
- ❖ Experience in organizing, planning and implementing in training of volunteers.
- ❖ Must have computer skills in MS office (Preferable).
- ❖ 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 internal Policy.

## **What we offer is:**

- ❖ Competitive Salary (40 hours per week)
- ❖ 13 months bonus
- ❖ Yearly increment
- ❖ Communication Allowance and Health Care Allowance
- ❖ Cost of Living Allowance in defined areas
- ❖ All gazette public holidays as paid off-days
- ❖ 18 paid leave days annually, including 6 casual leave days.
- ❖ Additional leave types: medical leave, compensatory leave, compassionate leave, maternity and paternity leave, and training leave.
- ❖ Life Insurance package

## **How to Apply**

Candidates are required to submit their application, which should include a **curriculum vitae and an application letter**, as a single attachment in either Word or PDF format. Applications must be sent to **headquarter.hrm@gmail.com**, with the subject line clearly stating "**HA/Nurse VA-040/2025**".

**Remark:** Applications will not be considered if the applied position is not mentioned correctly. Only shortlisted candidates will be contacted for an interview. Additionally, applications received after the closing date and time will not be considered.

Our organization is an equal opportunity employer, committed to achieving workforce diversity in terms of gender, nationality, and culture. Organization upholds a zero-tolerance policy on fraud, corruption, sexual exploitation, harassment, and abuse, and expects all employees to adhere to the organization Code of Conduct, including its child protection standards.

**HR Unit**

**Email:** [headquarter.hrm@gmail.com](mailto:headquarter.hrm@gmail.com)