



38/ B (1), Pyi Htaung Su lane,  
Tharthana Yeiktha Quarter,  
Near Sayar San Road, Bahan  
Township, Yangon.  
[www.mam.org.mm](http://www.mam.org.mm)

Medical Action Myanmar (MAM) is a medical organization. MAM aims to improve access to quality health care for all people in Myanmar. MAM provides large-scale access to prevention, diagnosis & treatment of HIV, Malaria, Tuberculosis and we provide Basic Health Care provided by 20 clinics and 2300 community health workers in remote areas. MAM employs over 1200 staff.

## **Vacancy For: Nurse Aid (Relieving)**

<b>Reports to:</b>	<b>Nurse In charge/ Nurse Supervisor</b>
<b>Job location:</b>	<b>Yangon</b>
<b>Duration of contract:</b>	<b>6 months (possible extension)</b>
<b>Deadline for application:</b>	<b>2<sup>nd</sup> June 2025</b>
<b>Starting date of position:</b>	<b>As soon as possible</b>
<b>Vacancy number:</b>	<b>VA-0037/2025</b>

### **Duties and Responsibilities:**

- To perform vital sign screening to all patients came to Fever OPD and to perform regular monitoring of ill cases according to the MD's instruction.
- To assist the nurses in doing all nursing activities for the patients including probable COVID-19, HIV and TB patients (taking blood sample, taking vital signs, administering medications, etc.)
- Responsible for dispensing of general and specific drugs to the patients according to prescriptions with strictly following of good dispensing practices and providing well explanation to the patients
- Ensure adherence check of the patients especially HIV and TB patients and report to medical doctor for any adherence issue
- To provide basic nursing care to all patients (bed making, prepare for feeding, etc.) when necessary
- To register the full patient information in registration booklets and to record the patient data according to the operation needs
- To counsel patients regarding their clinical condition and care offering advice on the promotion of health and prevention of illness.
- To record the drugs dispensed to every patient in daily consumption registers.
- To ensure proper records of patient history kept on file and confidentially.
- To maintain an orderly drug store and to submit regular records of drug consumption.
- To do maintenance of materials used in vital sign monitoring such as digital thermometer, pressure cuffs, pulse oximeter, oxygen concentrator and cylinders regularly, and report the nurse in charge immediately if there is any issue.
- To follow and ensure the maintenance of cold chain system for blood samples and storage of drugs and others requiring special storage.
- To keep adequate records, register and report and ensure effective communication both with colleagues and with patients.
- To inform nurse-in-charge of any problems, conflicts, issues interfering with the smooth running of the service.
- To ensure proper cleaning, sterilization and autoclaving of all instruments, in line with local standard operating procedures.
- To contribute to the maintenance of clean environment for duty station under supervision of nurse.
- To ensure strict adherence to universal precautions in clinic areas.

### **Other Responsibility**

- Ensuring the effective communication with both internal and external customers to provide quality health care services with smooth operation
- Other clinical duties as assigned

### **MAM requires:**

#### **To be successful in this role you must have:**

Education	:	Any Graduate with Nurse Aid Certificate from licensed Nurse Aid Training Centre
Experience	:	At least 1year of Nurse Aid experience in hospitals
Computer skills	:	Able to use computer (Microsoft Package)
Language	:	Fluent in Myanmar and English
Specifications	:	Willing to travel to project areas (including sub offices and clinics), Hard working, pro-active, accept flexible working hours and able to work independently, good communication

### **MAM offers:**

- Salary depending on experiences starting from **139 USD** per month (on a 12 months' basis);
- 13th month bonus;
- 20 days of annual leave;
- Medical benefits;
- Gratuity Pay;

### **Application process:**

Interested applicant should submit updated CV/Resume in the link below:

<https://forms.gle/DehDgua7V9i4KC4s7>

No need to send scans or copies of certificates or diplomas, these will be requested later.

For further information on Medical Action Myanmar, please consult our website [mam.org.mm](http://mam.org.mm)

**Please note that due to the urgency of this position, applications will be reviewed on an ongoing basis, and the organization reserves the right to initiate the recruitment process before the deadline for applications.**

MAM welcomes applications from all sections of the community including people with disabilities.