



## VACANCY ANNOUNCEMENT

### MOBILE CLINIC MEDICAL TEAM LEADER (SHORT TERM) – MANDALAY

#### About Us

MdM-France (MdM-F) currently works in 30 countries across all continents to facilitate access to healthcare through 6 thematic areas: Sexual and Reproductive Health Rights; Migration, Exile, Human Rights and Health; Harm Reduction; Environment and Health; Humanitarian Space and Healthcare systems and rights.

Médecins du Monde-France (MdM-F) has been active in Myanmar since 1994, delivering crucial harm reduction and HIV/AIDS services to key populations. In Kachin State, programs target people who use drugs, offering needle exchange, methadone treatment, HIV testing, and medical care. In Yangon, MMM's efforts are directed towards female sex workers and LGBTQI+ individuals, offering comprehensive harm reduction and sexual and reproductive health services through local partners. Crucially, MdM invests in strengthening local civil society organizations, enabling them to play a larger role in healthcare delivery. In addition, Médecins du Monde-France (MdM-F) will soon launch a new three-year project titled "Collective Actions and Social Change for Comprehensive Harm Reduction Among Key Populations in Myanmar." The project aims to improve access to harm reduction and Sexual and Reproductive Health (SRH) services and strengthen the resilience of targeted beneficiaries – Female Sex Workers (FSW), Men who have Sex with Men (MSM), and Transgender Women (TGW). The project will be implemented in partnership with 3 local organizations in four main regions of Myanmar – Yangon, Mandalay, Bago, and Ayeyarwady. The project will support and scale up the delivery of and access to comprehensive harm reduction services and SRH services.

Recently after the record-breaking earthquake happened in Sagaing and Mandalay region, Médecins du Monde-France (MdM-F) will launch emergency response program focusing primary health care (mobile and fixed clinics), distribution of hygienic essential items, awareness sessions on preventing disease outbreaks, including cholera and respiratory infections and referral support to specialized healthcare facilities. The project will be implemented directly or in partnership with local organizations in Mandalay region (mobile visit to Sagaing) of Myanmar. The project will support and scale up the delivery of and access to primary health care services currently required for earthquake affected populations.

#### I. Hierarchical & Functional links

Mobile Clinic Team Leader works under the direct supervision of **Medical Activity Manager**. He/she works closely with other medical and outreach team members.

#### II. Essential duties

**In addition to the tasks of medical doctor mentioned below, Mobile Clinic Team Leader ensure the main task 1) to coordinate safety and security issues of mobile unit/visit with the management team 2) to be a focal for weekly and/or monthly mobile clinic data updates.**

#### III. Tasks and Responsibilities

##### 1. Provision of medical care

- Carry out competent clinical consultations, preventive and treatment care; communicable and non-communicable diseases, but not limited to, in accordance with MdM, global and national medical protocols.
- Keep the patient informed about his/her healthiness and provide appropriate explanations about the treatment to follow, checking they have understood



- Provide health awareness raising during consultations and contribute/guide health education session conducted by community workers
- Be a focal in mobile/outreach clinic activity according to the needs and team schedule
- Facilitate regular emergency project clinic team meeting and present the clinic updates including complicated case discussion
- Ensures professional confidentiality is respected

## 2. Supervision of mobile clinic team

- Supervise mobile clinic team – doctors, nurses and clinic assistants in their day-to-day activities and provide feedback to ensure quality work
- Guide clinic team to ensure good Infection Prevention and Control (IPC) practices
- Install proper medical waste management system in (fixed and mobile) clinic as per MDM and global protocols
- Support and provide on-the-job training to emergency project clinic team members as needed

## 3. Coordination and Cooperation

- Link with public health facilities to ensure proactive collaboration, notably for patients' referrals
- Coordinate with Basic Health Staffs of MoH for health/medical activities as required
- Closely collaborate with internal departments (MEL, logistics, Finance, HR) and external stakeholders (MoH, SHD etc) to ensure optimal coordination
- Coordinate and collaborate with Country Coordination Office Medical Department for quality assurance, technical oversight, and management of complicated cases
- Promote a friendly, non-judgemental, and professional clinic environment and respects the rights and the confidentiality of all patients.

## 4. Pharmacy management

- Lead, Guide and support clinic team in medicine stock and medical commodity supply management including but not limited to preparation of quality stock report, forecasting, request and stock data analysis
- With the support of the logistic team and pharmacist, keep the clinic consumable/equipment inventory up to date
- Check and assure the rational dispensing of medicines under his/her responsibility
- Ensure the quality, disinfection, and sterilization of the medical equipment, assure general compliance with standard hygiene procedures

## 5. Support to community mobilization

- Contribute to training/educate community worker to improve general health, sexual and reproductive health, and other relevant health knowledge
- Collaborate with the community worker team to ensure a comprehensive approach to patients' needs and linkage to care treatment

## 6. Data recording and reporting

- Ensure Medical data/records/register (test results, diagnosis status) are completed in accordance with MDM guidelines
- Prepare the regular, timely clinic and pharmacy monthly report and submit it to line manager
- Assist line Manager and Country Coordination Office Medical Department in preparation of donor reports as required
- Participate in the collection and analysis of epidemiological data, checking its validity and giving input



- Maintain confidentiality of patient files and keep the clinic data well organized

This list of task and responsibility is not exhaustive and may change depending on the situation. Remain flexible to perform other duties as required or requested. The line manager may request for additional relevant tasks to participate based on program need.

#### IV. Background of the candidate

<b>Education (Essential)</b>	M.B., B.S (with valid medical registration SAMA)
<b>Professional Skills Required</b>	<ul style="list-style-type: none"> <li>• Background with primary health care clinical consultation is a compulsory</li> <li>• Previous experience of working in emergency response (health sector) is highly desirable</li> <li>• Experienced working with beneficiary vulnerable population is an advantage</li> <li>• Experience of working with INGOs is an asset</li> </ul>
<b>Personal skills Required</b>	<ul style="list-style-type: none"> <li>• Ability to work under a minimum of supervision</li> <li>• Excellent communication &amp; <i>interpersonnel skill</i></li> <li>• Non-judgement attitude towards affected populations</li> <li>• Capacity to work and in a multicultural environment</li> <li>• Computer literacy (word, excel and internet)</li> </ul>
<b>Languages</b>	<ul style="list-style-type: none"> <li>• Ability to communicate in English (oral and written) is an asset</li> </ul>
<b>Location</b>	<ul style="list-style-type: none"> <li>• Must be from Mandalay</li> </ul>

#### V. Acknowledgement

I have read and fully understood my job description along with other terms and conditions of my job mentioned in this document and agreed.

#### MdM SALARY RANGE SOCIAL BENEFITS:

Salary Range : 3,005,476 MMK

It is mandatory to save the CVs in PDF with full name.

Social and other benefits: MdM medical benefits, 13 months bonus, public holidays, leave benefits (annual leave, sick leave, maternity leave, paternity leave, family leave, casual leave), seniority payment, Travel and Food allowance, Monthly phone top up allowance.



## APPLICATION PROCESS:

If interested, please submit your cover letter and CV quoting “**Mobile Unit Medical Team Leader**” as the subject matter to email [recruitment.yangon@medecinsdumonde.net](mailto:recruitment.yangon@medecinsdumonde.net) By 5pm on 19<sup>th</sup> June 2025.

Médecins du Monde reserves the right to fill the vacancy before the closing date for applications.  
Mdm stands up for the integration of people living with disabilities and fights against discrimination.

Only shortlisted candidates will be contacted.

*Our objective is to create an inclusive workforce that is reflective of the populations we support; we strongly encourage applications from those who are marginalized and considered as vulnerable groups.*