



နယ်စပ်ဒေသဆရာဝန်များအဖွဲ့

Médecins Sans Frontières (MSF) is an international medical humanitarian not-for-profit organization. MSF provides assistance free of charge to populations in distress, to victims of natural or man-made disasters and to victims of armed conflict. MSF has been working in Myanmar since 1992 and is currently providing healthcare in Kachin, Rakhine and Shan states, as well as Yangon.

Vacancy Announcement No. YC 25040801

Job title: **Water and Sanitation Supervisor**
Job location: **Emergency Project in Mandalay**
Accountable to: **Water and Sanitation Manager**
Deadline for applications: **25th April 2025**
Employment term: **short-term contract**

MAIN PURPOSE OF THE POSITION:

Supporting the Water, Hygiene and Sanitation (Watsan) Manager in the implementation and supervision of Water and Sanitation activities, including community level interventions in earthquake affected areas to improve health and living conditions of the target population.

ACCOUNTABILITIES:

- Ensuring the day-to-day implementation and administration of assigned Water and Sanitation activities at project level, including but not limited to, community water supply, tubewell rehabilitation/drilling, water treatment, and latrine construction.
- Ensuring that the MSF procedures and protocols are followed by the Water and Sanitation teams to guarantee the operational quality of the project;
- Ensuring the maintenance and repair of technical equipment in the project to guarantee an adequate running of Water and Sanitation activities;
- Ensuring the distribution of the materials and tools used in water treatment, hygiene and sanitation (e.g. physical organization and inventory of stocks, receiving and processing orders for water, sanitation and hygiene material, check that the amounts received are recorded, and check monthly consumptions, etc.);
- Supporting the Water and Sanitation Manager in ensuring an appropriate emergency preparedness and response capacity (physical verification of stocks, contacts, transport means, staff training). Ensuring appropriate assistance to the project response team and if required, participating in emergency activities or exploratory visits
- Supporting the Water and Sanitation Manager in the team planning (e.g. staff rosters and admin, HR processes, etc.) and informing and involving the Water and Sanitation Manager in case of any major management or technical issue, and providing all required reporting
- Planning and supervising the HR processes (recruitment, training, performance evaluation, tasks definition and internal and external communication) of the staff under his/her responsibility in order to ensure both the sizing and the amount of knowledge required for the activity
- Participating in data collection and reporting as required
- Perform any other relevant tasks assigned by his/her supervisors as necessary.

REQUIREMENTS:

Education	Technical diploma, desirable specialization in water and sanitation, engineering, construction, plumbing work, or water resources
Experience	Previous experience in technical works and organising of multiple activities, preferably within MSF or similar work environment
Languages	Good command of English and Local language
Knowledge	Computer literacy

You are offered the opportunity to work with the world's largest medical humanitarian organization and work with very experienced colleagues in a highly professional working environment. Please learn more about MSF and our charter on our website: www.msf.org

What we offer is:

- Competitive Salary (**40 hours per week**), with regular salary benchmarking updates;
- 13th months bonus;
- Loyalty increment;
- All gazetted public holidays as paid off-days, plus two additional holidays;
- 16 paid leaves (including 6 casual leaves) on an annual basis;
- Excellent health care package for staff, spouse and children;
- Extensive local, international and online training opportunities;
- Extra Allowances (if applicable); travel allowance etc;
- For this job opportunity specifically is explicitly for local contract only

At MSF, we are committed to an inclusive culture that encourages and supports the diverse voices of our employees. We welcome applications from individuals of all genders, ages, sexual orientations, nationalities, races, religions, beliefs, ability status, and all other diversity characteristics.

HOW TO APPLY:

- Cover letter (in English language);
- Copy of diploma;
- CV (in English language);
- Contacts of three references (including the supervisor in the most recent work assignment if relevant)

Shall be sent to myanmar-career@oca.msf.org

With a heading "**YC25040801_ Water and Sanitation Supervisor**"

CV shall clearly state your experience by writing the organisation you have worked, the duration of the employment (which year and how long) and description of the job you performed.

We recommend all applicants to write a cover letter containing an introduction of yourself, explaining why you are applying for the position, and explaining why you think you are suitable for the position.

CVs in English sent to the mentioned email only will be considered

Only shortlisted candidates will be contacted

Candidates are encouraged to apply early, as applications may be screened prior to the vacancy deadline

The protection of your personal data is important to MSF. By submitting your application, you consent to MSF using your data only for the recruitment process to have all the information and documents necessary to proceed with the recruitment, validation of your application and selection of the most suitable candidate. Your data will be treated confidentially. Only people part of the recruitment process has access to your data. MSF does not sell your data under any circumstances. If you have any questions or requests, you can contact HR Coordinator, myanmar-hrco@oca.msf.org

MSF employees on a full-time contract are not permitted to work for any other employer than MSF. All candidates who are applying for a full-time job committed themselves that after being hired by MSF, MSF will be the only employer.