



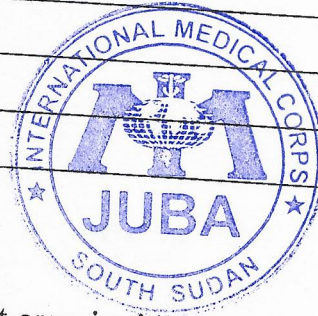
# INTERNATIONAL MEDICAL CORPS

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## JOB VACANCY ADVERTISEMENT

*International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction. If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website provided at the end of this document.*

Job Title:	Pharmacist #1 position (Non-Relocatable)
Country Program:	South Sudan
Location of Position:	Koch Hospital
Position Opened for:	South Sudanese only (Internal/External)
Desired Start Date:	March 01, 2023
Advertised date	February 3, 2023
Closing Date for Applications:	February 18, 2023

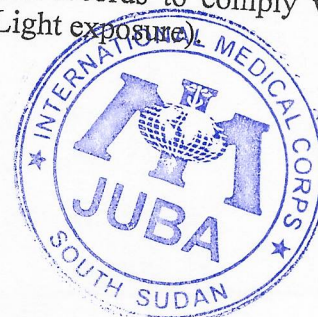
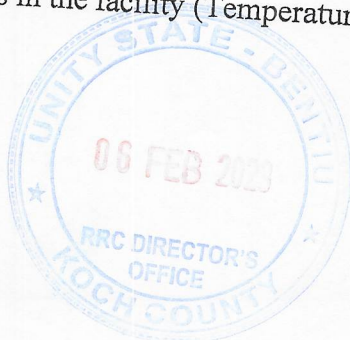


### Organizational Background

International Medical Corps is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs. Established in 1984 by volunteer doctors and nurses, International Medical Corps is a private, voluntary, nonpolitical, nonsectarian organization. Its mission is to improve the quality of life through health interventions and related activities that build local capacity in underserved communities worldwide. By offering training and health care to local populations and medical assistance to people at highest risk, and with the flexibility to respond rapidly to emergency situations, International Medical Corps rehabilitates devastated health care systems and helps bring them back to self-reliance.

### Essential Job duties / Scope of Work:

- Ensuring optimum storage conditions for the medical stock in accordance with IMC guidelines. This includes implementing or continuing quality controls and records to comply with good storage conditions in the facility (Temperature, Humidity and Light exposure).



- The Pharmacy supervisor will ensure compliance with the protocols and SOPs as well as raise alerts in case of any conflict with national regulations for stock management.
- Provide daily, weekly, and monthly report and ensure recording of patients is done appropriately.
- Coordinating the delivery, reception and recording of pharmacy orders, in close coordination with the logistics department, updating stock files and informing line managers on their status (shortfalls, over-stocking, expiry dates), in order to permanently ensure security stock levels and ensure efficient management of stock.
- Ensuring spot checks, weekly partial inventories and monthly full inventory in accordance with the IMC guidelines and updating the inventory record into Pharmacy Information Management System (PIMS).
- Assist in predation daily and weekly consumption reports and submit the requirements at least one month ahead before stock outs.
- Support M&E team for daily/weekly information collection/ success stories as and when required.
- Keep records of GIOs, Waybills, GRNs documents for all medical supplies related processes in Pharmacy.
- Anticipate any potential shortages of drugs and medications and informing the Clinic Manager and alerting the Pharmacy manager to meet the needs.
- Ensuring appropriate order periodicity for the end user units and optimizing the supply to the units.
- Perform all other duties as assigned by the supervisor.
- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within International Medical Corps and amongst beneficiaries served by International Medical Corps.

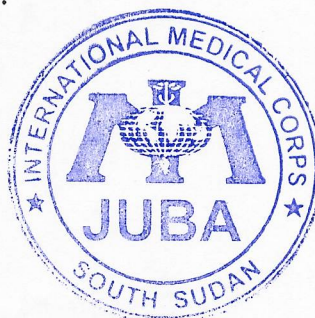
#### **Prevention of Sexual Exploitation and Abuse**

- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within IMC and amongst, vendors-suppliers and beneficiaries served by IMC.

**Compliance & Ethics:** Promotes and encourages a culture of compliance and ethics throughout International Medical Corps. As applicable to the position, maintains a clear understanding of International Medical Corps' and donor compliance and ethics standards and adheres to those standards. Conducts work with the highest level of integrity.

**Ethical conduct for IMC staffs:** The International Medical Corps maintains a code of standards of conduct that shall govern the performances of its employees engaged in the award and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported/ by donor funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or about to employ any of the parties indicated above, has a financial or other interest in the firm selected for an award. IMC officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub-agreement. These standards shall provide for disciplinary actions to be applied for violations of such standards by IMC officers, employees, or agents.

**Personnel Qualifications (special training/experience required)**



- Degree/Diploma in Pharmacy from a recognized institution.
- Must have more than 2-3 years of experience in managing primary health care services.
- High computer literacy level with expected proficiency in Word, Excel, PDF, Internet.
- Ability to work independently in extreme high-risk environment with no internet or telephone communication and able to take personal initiative, and multi-task including strong facilitation skills in an ever changing and extreme environment.
- Extremely flexible, with interpersonal skills and have the ability to cope with stressful situations and frustrations.
- A South Sudanese by nationality with excellent written and spoken English and Arabic language skills.

### HOW TO APPLY

Interested candidate (**South Sudanese Nationals**) who meet the above criteria, should submit their application (cover letter) indicating daytime contact numbers, copy of updated CV with at least three referees, their telephone and email contacts, South Sudanese Nationality ID Card or Passport, Birth Certificate, Academics Certificates, (**Documents are not returnable once submitted**) addressing to Human Resource Department IMC. If you are submitting your application through email, please submit to [SS-Recruiting@internationalmedicalcorps.org](mailto:SS-Recruiting@internationalmedicalcorps.org). Hand delivered applications should be submitted to RRC Office.

**Note:** Clearly indicate the position you are applying for on the back of your Envelop OR on subject line of your e-mail.

**Closing date for receiving application is February 06, 2023**

- ❖ Please note applications received will be reviewed on a rolling basis and this position might be filled before the closing deadline.
- ❖ Locals are encouraged to apply, and priority will be given to them.
- ❖ Female candidates are encouraged to apply.
- ❖ The positions are contingent upon availability of funding & donor approval.

We appreciate your applications; however, **Only Shortlisted Candidates will be contacted for interviews.**

Website for reporting misconduct: [www.InternationalMedicalCorps.ethicspoint.com](http://www.InternationalMedicalCorps.ethicspoint.com). Please do not submit your CV or application to this website, it will not be considered for review.

I Approved by RRC  
Director.  
Koch County.

