

50-H-3
mol
Approved
17/01/23



INTERNATIONAL MEDICAL CORPS
Headquarters: 1919 Santa Monica Blvd., Suite 400, Santa Monica, CA 90

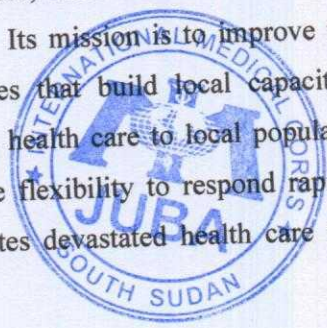
JOB VACANCY ADVERTISEMENT

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:	Mission Pharmacist/ Medical Commodities coordinator (1)
Country Program:	South Sudan
Location of Position:	Juba
Position Opened for:	South Sudanese only (Internal/External)
Report To:	Medical Director
Desired Start Date:	16/February/2023
Advertised date:	17/January/2023
Closing Date for Applications:	03/February/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.



Mission Pharmacist/ Medical Commodities Manager under direct supervision of the medical director will manage the drugs day-to-day activities of the medical program and the training of the health staff, pharmacy staff and to provide medical drugs procedure and guidance for the medical staff, to ensure regular and adequate drug supplies for all sites, to monitor and evaluate medical activities and to ensure the highest standards of drug supplies within the medical program. He will be the focal person for pharmaceutical management systems (PIMS) and build the capacity of the staff on PIMS. The manager will support all IMC health programs in producing consumption reports, forecasting and projecting the needs.

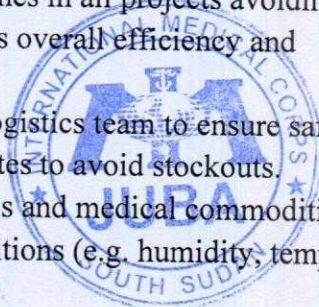
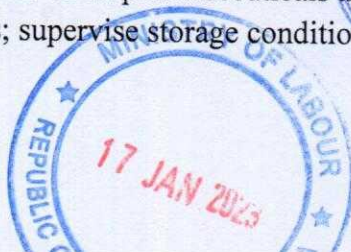
Scope of work

JOB SUMMARY

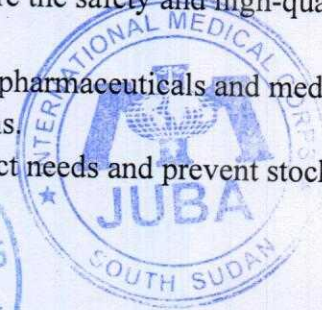
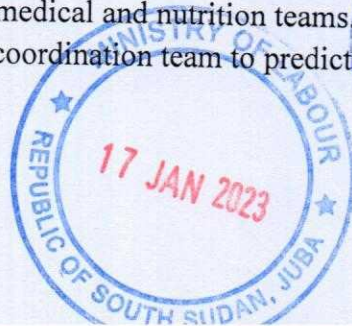
- ❖ The primary responsibility of the mission Pharmacist / Medical Commodities Manager is to oversee, establish and maintain the pharmaceutical/medical commodities supply and distribution system for the mission, both in emergency response and basic community health services.

Essential Duties & Responsibilities:

- ❖ To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation. The duties and responsibilities listed are representative of the nature and level of work assigned and are not necessarily all-inclusive.
- ❖ Ensure a close follow-up, provide updates to the program managers and ensure compliance with the South Sudan National Drug Supply Regulation particularly in regard to pharmaceuticals importation permits and restrictions.
- ❖ Lead Rational Selection and quantification of Pharmaceuticals/medical commodities for Country Mission need, based on National/International Treatment protocol, morbidity data, population demography, stock status and IMC's priority for intervention.
- ❖ Collaborate in budgeting and prepare Pharmaceutical and other medical commodities orders together with Medical/Health and Logistic Coordinators.
- ❖ Support and participate in all Pharmaceutical and medical commodity supply processes and facilitate proper stock management and transport/storage procedures, in order to ensure the availability of essential medicines in all projects avoiding expiries/overstocks and stock-outs and ensuring its overall efficiency and effectiveness.
- ❖ Closely collaborate and follow up with the IMC logistics team to ensure safe and timely delivery of medical commodities to field sites to avoid stockouts.
- ❖ Oversee proper management of all pharmaceuticals and medical commodities in health facility pharmacies; supervise storage conditions (e.g. humidity, temperature,



- light exposure, cleanliness, pest and rodents control, stock security, maintenance of cold chain, etc.), classification, organization, and inventory, in order to guarantee the quality of the medicines and other medical commodities and prevent damage, financial losses generated by expired items, deterioration of products and robbery.
- ❖ Collect and analyze consumptions of Pharmaceuticals and medical supplies dispensed/used on regular basis, identify discrepancies between consumption reporting and morbidity patterns and enforce compliance to protocols and report on unusual patterns.
 - ❖ Supervise IMC-run/supported health facility pharmacies across the mission, ensuring the proper implementation of IMC minimum quality standards in PSCM and National treatment protocols, EML and good dispensing practices to be followed by all staff.
 - ❖ Collect and analyze stock indicators according to physical/ automated records (stock levels, pre-stock-outs, over-stocking, donations, expired products, not moving stock, disposal across different projects and together with the medical coordinator/Medical Director/Health Program Manager take corrective decisions when necessary.
 - ❖ Function as technical Pharmacy support regarding all questions related to pharmaceutical information, medication use (protocols and rational drug use), management of side effects, adherence issues etc.
 - ❖ Regular technical visits to project sites to ensure appropriate follow-up of activities and management of field pharmacies supported/run by IMC.
 - ❖ Ensure appropriate storage and management of the supply of narcotic and psychotropic medicines with respect to national legislation and permit traceability for these specific products.
 - ❖ Lead Local medical commodity vendor Prequalification processes in collaboration with Health/Medical Coordinator/Director to ensure local medical commodities purchases are made from approved sources when the situation permits.
 - ❖ Ensure the proper disposal of Pharmaceuticals and medical commodities according to National Regulatory Authority Safety standards and waste management protocols, and international standards.
 - ❖ Ensures that all inventories of Pharmaceuticals and medical commodities are updated and participates in reporting according to IMC guidelines.
 - ❖ Establish a medical commodities dispatch and monitoring system during regular programming and any emergency response.
 - ❖ Ensure medicines and medical supplies are stored, transported, and handled in keeping with IMC and international guidelines to ensure the safety and high-quality assurance of pharmaceuticals.
 - ❖ Maintain stock inventory and monitor consumption of pharmaceuticals and medical supplies in partnership with medical and nutrition teams.
 - ❖ Work with the logistics and coordination team to predict needs and prevent stock rupture.



- ❖ Lead or advise field IMC quality assurance process for supplies arriving in warehousing and pharmacy.
- ❖ Lead or advise IMC local supplier prequalification process.
- ❖ Deliver, design, and oversee training of pharmacy and logistics staff in pharmaceutical/ medical commodities supply chain management.
- ❖ Ensure pharmacovigilance in the project and appropriate reporting.
- ❖ Assist in hiring and building a team as part of the overall response.

Prevention of Sexual Exploitation and Abuse

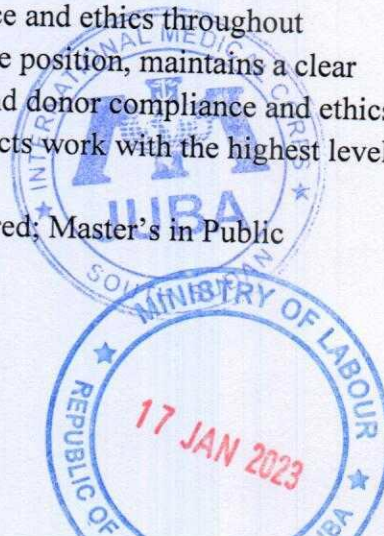
- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within IMC and amongst, vendors-suppliers and beneficiaries served by IMC.

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.

A Qualifications and Experience Essential / Compliance & Ethics:

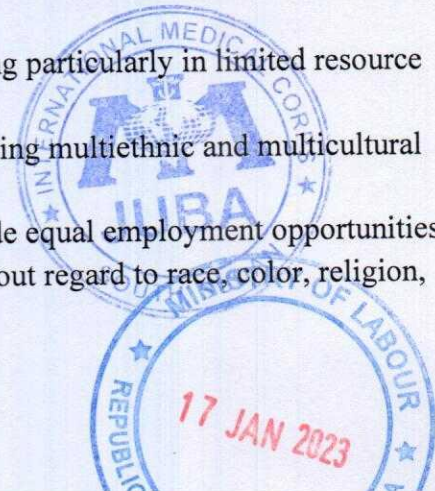
- ❖ Promotes and encourages a culture of compliance and ethics throughout International Medical Corps. As applicable to the position, maintains a clear understanding of International Medical Corps and donor compliance and ethics standards and adheres to those standards. Conducts work with the highest level of integrity.
- ❖ Bachelor's degree in Pharmacy (B pharm) required; Master's in Public Health/supply chain management preferred.



- ❖ Minimum five years' plus experience in pharmaceuticals/medical commodities supply management with a strong focus on primary and secondary health care of which three years at the management level.
- ❖ Experience in establishing new pharmaceutical/medical commodities management systems or establishing new pharmacies.
- ❖ Ability and strong English communication skills both written and spoken
- ❖ Must work independently under difficult conditions.
- ❖ Must be South Sudanese's National
- ❖ Ability to communicate effectively with a variety of audiences including stakeholders, authority and community leaders, beneficiaries, and donors community.
- ❖ Basic computer skills particularly Microsoft Office, excel, and PowerPoint.
- ❖ Flexible, ability to work both as an individual and as a team member under stress in what can be a harsh environment
- ❖ Ability to find solutions to complex problems in a challenging environment

experience in complex cold chain management.

- ❖ Familiarity with international humanitarian operations, coordination structures, and the mandates of donors, UN agencies, and NGOs preferred.
- ❖ Knowledge and experience of budget preparation and management preferred.
- ❖ Profound cross-cultural awareness and insight into healthcare issues.
- ❖ Ability to exercise sound judgment and make decisions independently following consultative processes.
- ❖ Proficient in computer applications, especially with MS Word and MS Excel, MS PowerPoint.
- ❖ Excellent written and verbal communication skills in English required; working knowledge of local languages preferred
- ❖ Must be able to demonstrate cross-cultural awareness and maintain a positive working relationship with clients and colleagues with professionalism and integrity.
- ❖ Demonstrated skills in creative problem solving particularly in limited resource settings.
- ❖ Experience in managing, training, and motivating multiethnic and multicultural teams.
- ❖ International Medical Corps is proud to provide equal employment opportunities to all employees and qualified applicants without regard to race, color, religion,



sex, sexual orientation, national or ethnic origin, age, disability, or status as a veteran.

HOW TO APPLY

Interested candidate (**South Sudanese Nationals**) who meets the above criteria, should submit their Application (cover letter) indicating daytime, contact numbers, copies 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. Hand delivered applications should be submitted to Juba Head Office Plot No 555, block :3-K Ton-Piny North, 1st Class Residential Area, Juba, South Sudan,

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:
03/February/2023

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

Website for reporting misconduct: www.InternationalMedicalCorps.ethicspoint.com. **Please do not submit your CV or application to this website, it will not be considered for review**

