



ICRC

International Committee of the Red Cross
ICRC Compound, Ministries Road, Amarat Juba, South Sudan



JOB ADVERTISEMENT STOREKEEPER 1 Based in Juba

The International Committee of the Red Cross (ICRC) is an impartial, neutral and independent organisation whose exclusively humanitarian mission is to protect the lives and dignity of victims of armed conflict and other situations of violence and to provide them with assistance.

The ICRC is mandated to work in countries affected by armed conflict or other situations of violence. The ICRC is present in over 80 countries and has some 15,000 field staff.

In 1986, the ICRC expanded its presence to South Sudan. There are around 1,000 ICRC staff working in Juba, Bentiu, Bor, Malakal, Rumbek, and Wau. The ICRC is looking for an enthusiastic and motivated person for the above position.

ICRC is Equal Opportunity Employer giving highest priority to staff safety and security.

For more information, visit website: <http://www.icrc.org/>

AIM OF THE POSITION

The Storekeeper 1 supports the pharmacist and the Hospital administrator with the reception of the goods and the management of the stock and storage space. He/she also assists to deliver the items to the wards/services.

Main Duties and Responsibilities:

- Coordinates/communicates with the logistic department to ensure a timely and appropriate reception of the items (medical/non-medical).
- Assists the pharmacist in storing the items to the appropriate location and follow up on the stock.
- Assists the pharmacist with the daily ad hoc requests from the wards/services.
- Supports with the pharmacy monthly routine inventory and help with the counting of items to reinforce the exactitude of the information.
- Helps sustain a good management of the non-medical item stock with the hospital management team and medical team.
- Follows up on the hygiene and cleanliness of the storage space to make sure the goods remain in good conditions.

Minimum Required Skills and Qualifications:

- Diploma or vocational training in administration or logistics, or its equivalent experience.
- Good command of English and Arabic.
- Computer skills an asset.
- Minimum one year's experience in storekeeping.

HOW TO APPLY

Interested candidates should submit their application clearly marked "**Storekeeper 1 - Juba**" (including C.V. written in English) and copies of certificates at latest **Monday, 23rd September 2019** to the **HR Manager**.

either: At the ICRC reception in **Juba, Wau, Rumbek, Bor, Malakal and Bentiu**

or By email to: jub_recruitment_services@icrc.org

Only short-listed candidates will be contacted. Application files not retained will not be returned.

