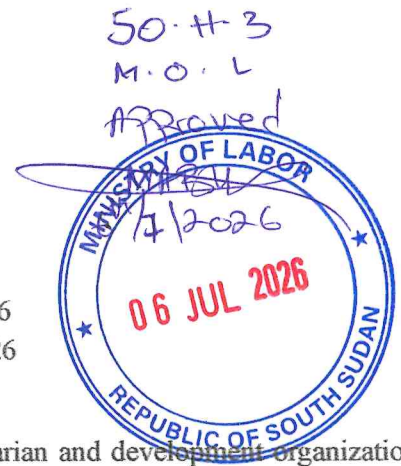




Vacancy Announcement

Job Title: Medical Logistics Officer
Band / Level / Grade: 8B
Department: Health
Location: Ganyiel, South Sudan
Overtime Eligible: Opening Date: 6th July 2026
(per local law) Exempt Closing Date: 24th July 2026



BACKGROUND: The International Rescue Committee, IRC, is a leading humanitarian and development organization working in more than 40 countries and 26 U.S. cities to help people whose lives and livelihoods are shattered by conflict and disaster to survive, recover, and gain control of their future.

The IRC has been operating in South Sudan since 1989 and is registered as an international NGO. IRC currently delivers multi-sectoral programming directly and through partners across seven states and two administrative areas. These include Northern Bahr el Ghazal, covering Aweil East, Aweil West, and Aweil South counties, Unity State, covering Rubkona, Koch, and Panyijar counties, Upper Nile State, covering Maban, Renk, Panyikang, Nasir, Ulang, and Panyikang counties, Lakes State, covering Rumbek Centre, Rumbek East, and Yirol West counties, Central Equatoria, covering Juba, Yei, and Kajokeji counties, Eastern Equatoria, covering Kapoeta East, Jonglei, covering Ayod, Twic East, Urur, and Akobo counties, as well as Abyei Administrative Area and Ruweng Administrative Area, including Pariang County and Ajoung Thok and Pamir refugee camps.

Overall, Job purpose:

The medical logistician will be leading the supply chain management for medicines and medical supplies at the county level, including transport, warehousing, dispatch to health facilities and loss management. S/he will ensure that logistical needs are met efficiently and on time, performing various tasks daily to support the program.

DUTIES AND RESPONSIBILITIES:

Project implementation

- Take leadership in the supply chain management for medical supplies and pharmaceuticals, warehousing management, transport, dispatch to the health facilities, loss management and reporting within the county.
- Carry out all activities in line with IRC and donor policies, procedures and according to the MOH guidelines.
- Ensure that medical supplies and pharmaceuticals are replenished in a timely manner with zero stock outs.
- Maintain a transparent and supportive communication structure with the CHD, donor and IRC colleagues to ensure they kept informed of applicable logistical activities and requirements.
- Develop and maintain positive relationship with suppliers, local authorities, other IPS and any other stakeholder, representing IRC and ensuring good cooperation and partnership.

Last mile distribution of Pharmaceutical and Medical Supplies.

- Facilitate an efficient coordination for the movement of consignment from the donor/ CHD warehouse and IRC warehouse to last mile at health facilities/boma.
- Facilitate in country transportation of procures items to project locations in the county of assignment.
- Supervise and maintain the relationship with the CHD, transporters and health facility staffs.

Warehousing/Assets management

- Ensure medicines and medical supplies, including cold chain items are properly stored.
- Strengthen systems for daily entry and dispatch of medicines from the stock.
- Supervise and update the stock fulfilment plans and support of contingency requirement.
- Strengthen systems and ensure consistency of warehouse documentation and reporting.
- Drive improvements in stock reporting accuracy for medicines and medical equipment inventories.
- Ensure physical inventories are conducted monthly and communicated to the project manager.



- Ability to take command of a situation and make decision.

Personal qualities

- Be trustworthy and responsible.
- Willing to work under minimum supervision.
- Committed and flexible team player.

The IRC Core Values and Commitments:

Standards of Professional Conduct: The IRC and IRC workers must adhere to the values and principles outlined in IRC Way Standards for Professional Conduct. These are Integrity, Service, Accountability and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

Safeguarding and PSEA policy: The IRC has a zero-tolerance policy for safeguarding/PSEA violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners. Safeguarding/PSEA at the IRC is an integral to organizational values and ethics, and staff and associates are expected to take all reasonable steps to prevent the sexual exploitation, abuse, and harassment of any person linked to the program by both its employees and any downstream partner. The successful candidate will be subject to a thorough background check and satisfactory references.

Promote and actively participate in initiatives and efforts to build team engagement, inclusion and cohesion in IRC. Foster ongoing learning, honest dialogue and reflection to strengthen safeguarding and to promote IRC values and adherence to IRC policies. IRC strives to build a diverse and inclusive team at all levels who as individuals, and as a group, embody our culture statement creating a working environment characterized by critical reflection, power sharing, debate, and objectivity for us to achieve our aspirations as a team and deliver the best possible services to our clients

Narrowing the Gender Gap: The International Rescue Committee is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including a flexible hour (when possible), maternity leave, transportation support, and gender-sensitive security protocols.

Equal Opportunity Employer: IRC is an Equal Opportunity Employer. IRC considers all applicants because of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable laws.

How to apply:

Interested applicants should submit a CV with 3 references and a copy of their national ID to Human Resources Juba IRC Country Head Office-Located in **APTECH Africa Office Building 3rd Floor, Plot 63 Block AXIII Hai Malakal, Juba, South Sudan** or you can e-mail applications to https://theirc.wd1.myworkdayjobs.com/External_Careers/job/Ganyliel-South-Sudan/Medical-Logistics-Officer_JR00004048 not later than **24th July 2026 @ 4:30pm**.

NOTE: Only shortlisted candidates will be contacted and attached photocopies only while originals will be asked at the interview panel and all the photocopies will remain the property of IRC.

CLEARLY LABEL YOUR APPLICATION, Medical Logistics Officer - Ganyliel, South Sudan

“WOMEN, MINORTITIES AND PEOPLE LIVING WITH DISABILITIES ARE ENCOURAGED TO APPLY”.

