

## Vacancy notice

Advert opens 30<sup>th</sup> June 2020

### Introduction

Cordaid is a Dutch, international non-governmental organization which combines 100 years of experience and expertise in emergency aid and structural poverty eradication. Cordaid believes in a world without poverty and exclusion. We strive for a just and sustainable society where every person counts. We stand for knowledge and talent sharing between North and South, between farmers and businesses, between activists and policymakers. Where poverty, conflict and exclusion tear up societies, we connect people and communities. We also stand for professionalism, expertise and solidarity across borders, to make a difference where it is most needed. Together with more than 600 partner organizations in Africa, Asia, the Middle East and Latin America we structurally improve the living conditions of the poorest and most excluded populations - the bottom billion.

Cordaid has been active in South Sudan for more than 20 years, with a strong focus on civil society capacity-building. Currently it has programs in the area of Emergency Response, DRR, Health, Food Security, Security & Justice, Women Leadership and Investments.

Presently, Cordaid is expanding its program in different parts of the country. For that purpose, additional capacity is required. Therefore, Cordaid South Sudan would like to recruit for the position of **Clinical Officer as detailed below.**

**Position:** Clinical Officer

**Based Locations:** Kimatong PHCC

**Number of positions:** One (1)

### Reporting Lines

The Clinical Officer will work under the supervision of Project Coordinator and he/she will be based in Kimotong

### Purpose of the position

The Clinical Officer will be part of Cordaid team South Sudan, and he/she will conduct all BEmONC activities in Kimotong PHCC in coordination with the other colleagues and midwives. He/she will be responsible for BEmONC implementation and general technical support, guidance, and integration of maternal, neonatal and child health services in Kimotong PHCC. He/she will monitor and supervise the TBAs and ensure



capacity building of staffs and ensures adherence to correct treatment protocols that improve BEmONC services in Kimotong PHCC.

#### **Key accountabilities and Responsibilities**

- Always Uphold Cordaid values, both within and outside working hours.
- Provide consultations to patients attending the clinic including examination, diagnosis, and prescription of medications.
- Provide treatment to any patients presenting in an emergency, stabilize condition and arrange referral for ongoing care, as necessary.
- Provide patient education and instruction on prevention of illness, proper use of medication and good hygiene.
- Represent Cordaid in relevant meetings in Kimatong as requested.
- Meet with the local authorities, and other NGO partners as requested.
- Overall facility in charge
- Accurately record all attendance and patient details in register books and tally sheets.
- Assist Project Coordinator in compiling weekly and monthly reports required by the Ministry of Health and Cordaid.
- Ensure that Project Coordinator is aware of need for restock of items in clinic in a timely manner.

#### **Qualifications and skills**

- Clinical Officer or Medical Assistant with diploma/degree recognized by the government.
- At least 2 years post qualification experience.
- Fluent spoken and written English
- Ability to work in area with resource limitation

#### **Competencies**

- Has Integrity
- Results Orientated
- Ability to pay attention to details
- Excellent organizational development skills with attention to detail.
- Ability to meet deadlines
- Good written and spoken communication skills
- Has a flexible and adaptable approach to work
- Has the ability to work on your own initiative
- Excellent interpersonal skills and maintain a high degree of professionalism.
- Good organization skills and able to meet deadlines whilst being under pressure.



**Further information and how to apply**

Interested and qualifying applicants can submit their application letter including CV in English, copies of birth certificate, National ID and qualification documents, both phone and email contact details of at least 4 professional references, including most recent/current employer/supervisor to the following email [hr.southsudan@cordaid.org](mailto:hr.southsudan@cordaid.org)

Mention the vacancy reference number position in the subject line on the envelopes.  
**e.g.CSS07/06/20 Clinical Officer -Kimatong PHCC**

**or**

Applications can also be hand dropped at Cordaid Juba Office located behind the Equatoria/UAP Tower. Just a few meters after the Strome Foundation to the attention of the **Human Resource and Administration Manager - Cordaid.**

Deadline for submission is by the **20<sup>th</sup> July 2020**

Cordaid is an equal opportunities employer and women are strongly encouraged to apply

Only shortlisted candidates will be contacted. An integrity check will be part of the recruitment procedure

All applications submitted cannot be returned. An integrity check will be part of the recruitment procedure

