



Approved

DEPARTMENT OF HEALTH SERVICES  
DATE 22/08/2024  
D/Labour

### Vacancy Announcement

Amref Health Africa is the largest indigenous health development non-governmental organization based in Africa. Working with and through African communities, health systems and governments, Amref Health Africa aims to close the gap that prevents people from accessing their basic right to health. Amref Health Africa is headquartered in Nairobi, and has programmes in Kenya, Uganda, Tanzania, Ethiopia, South Sudan, Southern Africa and West Africa. For more information visit our website [www.amref.org](http://www.amref.org)

Amref Health Africa South Sudan is seeking to recruit below vacancy;

#### Main Job Purpose:

The PHC/RH/BHI Officer will be responsible for overseeing the implementation, management and reporting for the Health Sector Transformation Project (HSTP) in Nzara County. S/He will oversee county level aspects and activities under the HSTP project, working on coordination with project Officers in Yambio to deliver results aligned to the county specific project work plan, targets and objectives. This will be done with support from the PHC/RH/BHI coordinator.

**Job Position:** PHC/RH/BHI Officer

**Job location:** Nzara County non relocatable.

**Reporting relations:** Lot Coordinator

#### Key Responsibilities:

#### PRINCIPAL RESPONSIBILITIES

KEY AREA	Activity	EXTENT OF DISCRETION (full, partial or none)
Planning, Management & Coordination	Liaise with CHD to develop plans and ensure project activities are carried out according to the agreed work plan and in compliance to HSTP guidelines	Full
	Address gaps and delays in project implementation with support from the Management in Yambio office	Full
	Work closely with CHD team to manage County budget allocated in HSTP project	Full



KEY AREA	Activity	EXTENT OF DISCRETION (full, partial or none)
	Review monthly County budget variance report and transactions and also plan for next month County budget.	Full
	Support all project logistics including the transport, stock management and accountability of drug supplies in collaboration with the Med logistic officer in Yambio	Partial
	Develop clear quarterly procurement plans in compliance with Amref Health Africa procurement policy & HSTP quarterly schedules	Partial
	Support CHD in development of field level activity budget and also supervise budget implementation.	Full
Technical Implementation	Provide TA to CHD team for correct implementation of BPHNS and community programmes	Full
	In collaboration with CHD, provide TA to support planning and supervision of health facilities aimed to identify challenges, strengthen health services	Full
	Jointly work with CHD team to conduct skills training and other capacity building activities	Partial
	Advise and support establishments and sustainability of the health structures at county, Payam, Boma/ community and ensuring CHD keeps track of these committees for their roles and responsibilities to maintain good standard of service delivery including BHI support.	Full
	Support CHD in identification of priority needs, planning and budgeting for resources allocated to the county from all other sources	Partial
	Provide TA to address challenges in community and facility linkages that affect access to services.	Full
Monitoring, Reporting & Feedback	Collate County progress reports for donor reporting, in collaboration with County M&E and HMIS Officers and Amref project M&E Officer in Yambio.	Partial
	Responsible for 100% timely reporting for county level reports	Full



KEY AREA	Activity	EXTENT OF DISCRETION (full, partial or none)
	Give inputs for timely donor reports and internal reports	Full
	Support CHD in planning for Quarterly review meetings	Full
Proposal Development	Provide situational updates on issues affecting health services that need interventions; and participating in proposal developments as appropriate.	Full
Human Resource Management	Coordinate with project lead to ensure her/his HR needs are addressed as per Amref procedures	Full
	Provide TA to CHD on human resource management in county, including preparation of staff pay rolls.	Partial

**6 ANY OTHER TASKS (E.G. FILES COMPUTERS, PRINTERS, SAFE, MODEM, VEHICLE ETC.)**

- Participate and represent Amref Health Africa in stakeholders' meetings and share feedback appropriately.
- Carry out additional related activities and management tasks assigned by the immediate supervisor.

**Requirements**

**Minimum Education - (academic and professional as per AMREF Policy)**

Diploma in Clinical Medicine and Community health and or equivalent qualification or higher. A post graduate qualification in Health service management, Project management, is an advantage

**7.2 Experience (number of years as per AMREF Policy)**

- At least 3 years of professional experience in similar supervisory role;
- Extensive knowledge of Project Management cycle, Management Proficiency, Process Improvement and Performance Management
- DHIS2 experience is an added technical advantage;

**7.3 Skills**

- Excellent organizational skills



- Ability to effectively coach, Supervise, and manage staffing;
- Has good communication skills and a collaborative and multidisciplinary interest
- Has a thorough knowledge of English (both oral and written) and Juba Arabic
- Willing to travel to field locations
- Computer skills especially MS Word and Excel, among others is an added advantage.

## 8 MENTAL COMPETENCIES

### 8.1 Decision Making

Be able to supervise technical team and guide decision making at county level in solving challenges;

### **Application**

#### **Application Process**

This is a challenging opportunity for a dedicated and highly motivated professional. If you would like to join this dynamic team and help bring lasting health change in Africa, please send your application through [Jobs.Southsudan@amref.org](mailto:Jobs.Southsudan@amref.org). Your application should include an updated CV including three work related referees and a cover letter addressed to Human Resource & Operations Department, Amref Health Africa. The closing date for submitting applications is **04th September 2024** however due to the Urgency to fill this position, we regret that only short-listed candidates will be contacted.

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*Amref Health Africa is an equal opportunity employer and has a non-smoking environment policy, Female Candidates Are Strongly Encouraged to Apply*

