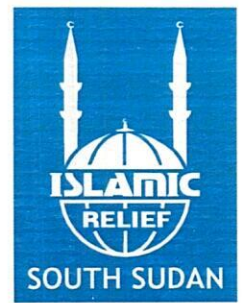
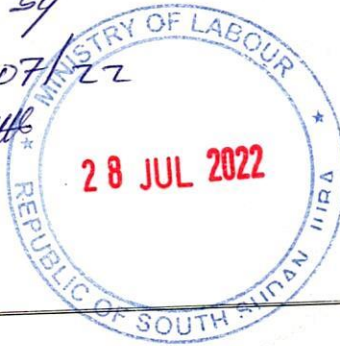


50-14-3
Approved by
MOI 28/07/22



27th July 2022

RE: JOB ADVERTISEMENT -Drug DISPENSER

BASE LOCATION: Lopua PHCU, South Sudan

REPORTING TO: Clinical officer/Health Officer

LINE MANAGEMENT RESPONSIBILITIES: None

PURPOSE OF DIVISION:

Through capacity building and through technical and programme support, the International Programme Division keeps the organization focused on the socio-economic and humanitarian needs of vulnerable people. The division reinforces IR's implementing structure to enable these people and their communities to develop themselves sustainably, and ensures that the organization is prepared to respond promptly and effectively to humanitarian crises.

The division increases the organization's ability to tackle poverty by developing and fostering partnerships and institutional relationships effectively and proactively, and by ensuring transparent and timely reporting to the organization's donors.

JOB PURPOSE:

In consultation with Project Officer and Clinical Officer maintain health service provision and direct care of patients and administer requisite treatment for them. Ensure health sector of project is implemented as per national guidelines.

KEY WORKING RELATIONSHIPS

- Has regular contact with all staff in the Field Office. Close contact with the Project Officers and programme staff in area of specialism.

SCOPE AND AUTHORITY

Scope of the Role:

The job holder is accountable for fulfilling his or her roles and responsibilities in line with Islamic values and principles of fairness, humanity, honesty, respect and fair treatment of his/her colleagues and staff. The Dispenser upholds the program policies focused on Health and Nutrition.

Responsibility for Resources: Medical drugs.

KEY ACCOUNTABILITIES

The job holder is accountable for fulfilling his or her roles and responsibilities in line with Islamic values and principles of fairness, humanity, honesty, respect and fair treatment of his/her colleagues and staff.



MAIN OFFICE

IR.SS. Along Unity Road
Plot No.54, Block B-xv
Hai. Cinema, P.O Box 353
Juba South Sudan
Tel: 0922680304

**SOUTH SUDAN
WAO OFFICE**

Hai Daraja
Tel: 0916287894
0929732333

WARRAP OFFICE

Along the Warrap - Akop Road
Tel: 0920522368

KAPOETA

Narus Compound
Diocese of Torit
Tel:0925609594

Website: www.islamic-relief.org
RRC Reg No.051

Key Accountability 1: Dispensing drugs to Patients according to diagnosis and prescription

- Clinical nursing for patients at the facility in the areas of health or nutrition.
- Explain drugs prescriptions, route of administration, and side effects to patients.
- Maintain a clean and hygienic environment of the health facility at all times.
- Triage of patients.
- Administration of medications and fluids.
- Alert Clinical Officer of complex cases for attention.

Key Accountability 2: Develop care plans for patients

- Develop care plans for patients, establishing goals with clear explanations.
- Ensure proper follow up of patients in the health facility.
- Provide health education to patients.

Key Accountability 4: Assist Colleagues in Delivering Training

- Assist Project Officer/Clinical Officer/Project Assistant in setting up and delivery of routine training activities for patients.
- Provide outreach and sensitisation activities for communities focused on health or nutrition as required under the project.

Key Accountability 5: Stock Management of Drugs

- Maintenance of drugs and stock management in line with IR policies and MOH guidelines.
- Request for additional stock as required.
- Keep records for drugs and Update stock cards
- Separate expired drugs from stock for disposal



PERSON SPECIFICATION

ESSENTIAL

Qualifications

- Diploma/Certificate in Pharmacology from recognised College or Institute
- Resident of Kapoeta
- Ability to understand/speak Toposa dialect

Experience

- At least 1-year experience working in primary health care field.
- Experience in Drug dispensing and store management
- Experience in the management of health education activities.

Skills

- Knowledge in Nursing and Ministry of Health Guidelines on Health/Nutrition particularly in Malnutrition.
- Good knowledge and skills in primary health care environments and guidelines for PHC.
- Able to perform nursing clinical tasks with minimal supervision.
- Competent written and spoken English
- Committed to Islamic Relief Worldwide values and code of conduct.
- Sensitivity to cultural differences
- Language skills in Toposa and Arabic

DESIRABLE

- Familiarity with the Millennium Development Goals, Sphere Standards, Do no harm policy, Red-Cross/Red-crescent Code of Conduct, Humanitarian Accountability Programme etc





How to Apply:

Interested candidates should submit their applications letter briefly describing a motivation letter for the position and highlight relevant experience, updated Curriculum Vitae (CV), National ID and copies of certified certificates to IRSS.recruitment@islamic-relief.or.ke or drop a hand delivered copy of their application to Islamic Relief South Sudan -Kapoeta East Narus office not later than the deadline of **16th August 2022 at 4.00 p.m. local time.**

- Only shortlisted candidates will be contacted.
- Due to the urgency of these roles, Islamic Relief reserves the right to shortlist applications prior to the closing date.

Female candidates are strongly encouraged to join our work culture that empowers every employee to share ideas and take responsibility. At IRW we think outside the box. We encourage ideas and give responsibility to all employees at all levels, to help solve the complex issues that we face. You will have many opportunities to be heard and take the initiative

