



**ACCESS
FOR HUMANITY**

Reaching out to All....

50-11-3
Approved by
A Inspector

Plot No. 647
Hai Gudele, Block 7
Juda, South Sudan

Job Advert



TERMS OF REFERENCE.

Job Title	: Logistics Assistant
Number of Positions	: One (1) Position
Duty Station	: Juba South Sudan
Duration	: 3 Months, Possibility of extension
Eligibility	: This position is for south Sudanese national only
Anticipated Start Date	: January 2023
Advert Closing Date	: 10 th January 2023, 5:00pm.

BACKGROUND OF ACCESS FOR HUMANITY

Access for Humanity (AFH) is a national non-profit making, humanitarian, and developmental organization, fully registered under the laws of the Republic of South Sudan.

The mission of AFH is to see well-informed communities that are free from health-related issues, free from food insecurity, where there is social justice and gender equity, where women are empowered and women's and children's rights are protected, where everyone live in peace and coherence with one another in a sustainable environment, and where humanitarian crises are prevented and/or challenged.

AFH is serving the most disadvantaged communities of the Republic of South Sudan; that are living in the remotest areas of the country. Since early 2018, Access for Humanity is implementing and coordinating Routine Immunization (RI) and Polio Surveillance strengthening activities in over 30 counties in the Greater Upper Nile region of the Republic of South Sudan.

GENERAL OVERVIEW OF THE POSITION

The AFP stool sample transportation Logistics Assistant Officer provides logistics support for implementation of a AFP stool sample transportation in twenty three (23) in the GUN Region of South Sudan that is capable documenting and tracking of AFP sample from the point of collect to laboratory.

The Logistics assistant will very closely with AFH monitoring and Evaluation officer and WHO Cold Chain assistant to collect AFP stool samples from Juba International air port to the National Laboratory.

The logistics assistant will make all stool samples collected reach laboratory on time and in a good condition.



ROLES AND RESPONSIBILITIES OF THE LOGISTIC ASSISTANT.

Communicate regularly with field staff,
Coordinate activities with county supervisors, M&E and WHO
Provide feedback regarding stool sample status and test results
Ensure all the AFP cases notified and stool samples are collected should be in WHO line list.
Request and facilitate booking of adequate AFP testing kits for the twenty three Counties.
Book vaccine carriers are returned to Counties regularly and on timely manner
Track stool samples from Point of collection the laboratory
Submit accurate and complete bi-weekly report on time and regularly.
Maintain and update inventory of the project assets

REQUIRE PROFILE, EXPERIENCE AND SKILLS

Diploma in medical and health science – Cold chain training is an advantage
Two year working experience in cold-chain management



Skills Required

- Thorough familiarity with word processing, spreadsheet, and project scheduling computer applications;
- Ability to work effectively as a team member and independently;
- Ability to manage multiple priorities under pressure, trouble-shoot, and to meet short- and long-term deadlines;
- Demonstrated experience in budget and financial management;
- Excellent written and verbal communication skills;
- Excellent critical and creative thinking and analytical skills;
- Experience in program administration, operating procedures, oversight and monitoring;
- Knowledge of project funding procedures and guidelines.

HOW TO APPLY

Qualified applicants should send their updated Curriculum Vitae, Motivation letter and copies of credentials, South Sudanese National ID card and contact details of two professional referees via:

Submit your application, resume and relevant academic document to HR.

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Plot No. 647
Hai Gudele, Block 7
Juba, South Sudan

Hard copies can be delivered to:

1. Access for Humanity Head Office, Hai Gudele Block 7, Juba, South Sudan

For direction call: +211 928 498 353 / +211 928409409 / +211923666122

WOMEN CANDIDATES ARE STRONGLY ENCOURAGED TO APPLY

Only shortlisted candidates will be contacted.

