



# HEALTHCARE FOUNDATION ORGANIZATION

To improve and advance the "Quality of Healthcare" in South Sudan and its Regions

## JOB VACANCY ANNOUNCEMENT

VA/HFO/REACH/GAVI/09/2024

<b>Job title:</b>	Wash Manager (1).
<b>Reporting to</b>	Program Director.
<b>Department:</b>	Wash Department
<b>Hours:</b>	40 hours per week
<b>Duty station:</b>	Juba, Head Office
<b>Opening date</b>	Sept 30 <sup>th</sup> 2024
<b>Closing date</b>	October 17 <sup>th</sup> , 2024
<b>Starting date</b>	ASAP

30 SEP 2024

50.H.3  
Approved  
30/9/2024

## BACKGROUND

About Healthcare Foundation Organization (HFO) was founded in 2015 in South Sudan over 7 years ago and has built a long-term local presence in Equatoria Region (Central Equatorial State (Juba), Upper Nile Region (Jonglei State, (Fangak, Ayod, Twic and Canal/Pigi Counties), Upper Nile state, Panyikang county and Unity State, Leer County) as well as Bahr El Ghazal Region, Warrap State, Gogrial East County). The regional office is in Sudan, and the head office is in Khartoum, White Nile State, and the Blue Nile States. Our country's team of advisors uses their expertise in health, nutrition, protection, food security, education, water sanitation, and hygiene. We work in the above States to support over 300,000 affected -population developments and humanitarian aid projects/Programs

HFO has been working in South Sudan since 2017 and works in six States. Our services are in line with Humanitarian core policies and are tailored for specific South Sudan organizations, initiatives, and regions. HFO would like to implement an anticipated Program. For more information, please visit HFO's website at [www.hfo-ss.org](http://www.hfo-ss.org) We wish to recruit interested and qualified applicants for the position of Lab technician.

## OUR VISION STATEMENT

HFO envisions empowered, holistically transformed, and peaceful communities growing in unity and diversity towards self-reliance.

## OUR MISSION STATEMENT

HFO exists to inspire, empower, and transform communities to move towards self-reliance by providing holistic social services and development assistance.

Website: <http://hfo-ss.org/>

Email: [info@hfo-ss.org](mailto:info@hfo-ss.org) / [healthcarefoundation.org@gmail.com](mailto:healthcarefoundation.org@gmail.com)

Address: Kololo road behind Catholic University of South Sudan, opp. UNIDOR Office (Plot No: 143 blocks (1) Juba Nabari (Tongpiny, Khartoum Regional Office at GAH Compound)





# HEALTHCARE

# FOUNDATION

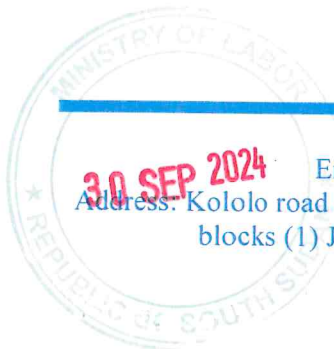
# ORGANIZATION

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## 1.0 PURPOSE OF THE POSITION:

### 1.1 Specific Responsibilities:

- **Scope:** Supports and monitors the rehabilitation of safe water systems (Treatment Plant and SWATs), operation, and maintenance.
- Supervise the rehabilitation of existing boreholes and upgrading of existing boreholes to solar motorized systems in schools, health facilities, and communities.
- Develop design plans, working drawings, technical specifications, and bills of quantities as per approved standards by the Ministry of Housing, Land, and Public Utilities (MoHLPU).
- Trained and supported the South Sudan Urban Water Corporation (SSUWC) Team in running the system.
- Monitor the water quality through the daily testing of parameters.
- Support the installation of additional water storage and supply facilities such as elevated water tanks and bladders.
- Supervises the construction of semi-permanent communal latrines and latrines desludging services.
- Supported the implementing partner in hygiene and behavioral change communication between IDPs and host communities.
- Supports and attends the WASH Cluster Coordination meeting and updates the program director on outcomes and recommendations.
- Prepares and submitted timely reports to the UNICEF WASH Officer based in Malakal
- Provide strong leadership of the assigned WASH project(s), working to ensure both short and long-term positive impacts and outcomes for the beneficiaries, local authorities (where applicable), and local WASH staff.
- Implement appropriate and effective WASH strategies in consultation with other WASH staff and field managers. Set clear objectives and indicators for WASH activities in collaboration with the WASH staff, field managers, and, where appropriate, with the local communities.
- Continuously monitor and supervise WASH activities, overseeing the technical design, execution, and evaluation of progress through outputs and impacts using both quantitative and qualitative data.
- Provide input into the integration of beneficiary participation and accountability in all aspects of the project.







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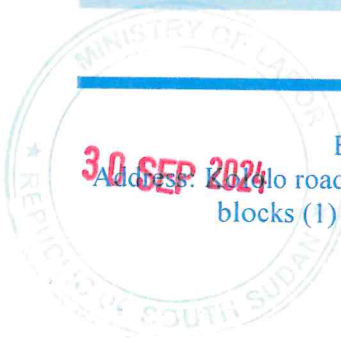
- Ensure accurate and timely reporting of activities according to Medair, donor, and other applicable timeframes. Develop new proposals, linked to the country strategy, in conjunction with the relevant field managers. Staff Management Line-manage the WASH Manager(s) of the assigned project(s), including day-to-day management, development, training, appraisals, etc. It may also be necessary to line manage other WASH project staff.
- Facilitate regular meetings to assist information sharing between project staff, to ensure all staff members are aware of project objectives, progress, and current work plans, and to provide the opportunity for feedback.
- Provide coaching and supervise staff to develop ownership and full responsibility for WASH activities.
- Assess the training needs of WASH staff and ensure that appropriate training is provided/conducted.
- Financial Management Manage the WASH budget for the assigned project(s) and ensure all expenses are according to budget and meet the HFO standards about financial management, including accountability and good governance. Communication and Coordination Develop and maintain appropriate, regular, transparent, and supportive communication structures with the assigned WASH team, HFO in-states and country office and advisers, and other relevant stakeholders (e.g. beneficiaries, community leaders, local and national government officials, UN agencies, and other NGOs), to ensure good cooperation and partnerships.
- Participate in WASH coordination meetings and other working groups or meetings as required, representing HFO and feeding back to the WASH staff and field managers on relevant issues.
- Logistics Support the logistics activities of WASH staff, particularly about the purchasing of supplies and equipment for the assigned WASH activities. Liaise, as necessary, with the WASH, logistics, and finance staff to ensure items are procured, transported, stored, managed, and accounted for correctly.
- Quality Management Promote and use the HFO e-Procurement and other operating procedures, ensuring that all standardized formats are used and guidelines are followed. Ensure WASH projects are implemented in line with donor proposals and requirements and by HFO, donor, country, and international standards i.e. Sphere and HAP standards. Team Spiritual Life Reflects the values of HFO with team members, local staff, beneficiaries, and external contacts. This job description covers the main tasks that are anticipated. Other tasks may be assigned as necessary.

## 2.0 Core Values:

Website: <http://hfo-ss.org/>

Email: [info@hfo-ss.org](mailto:info@hfo-ss.org) / [healthcarefoundation.org@gmail.com](mailto:healthcarefoundation.org@gmail.com)

Address: Kozolo road behind Catholic University of South Sudan / Office at UNIDOR Office / Office at WASH compound blocks (1) Juba Nabari (Tongpiny, Khartoum Regional Office) No: 143





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- Inclusiveness (respect for diversity)
- Integrity.
- Professionalism.
- Effectiveness
- Innovation

### 3.0 Core Competencies:

- Awareness and Sensitivity Regarding Gender Issues.
- Accountability.
- Creative in Problem Solving.
- Effective Communication.
- Inclusive Collaboration.
- Stakeholder Engagement.
- Leading by Example.



### 5.0 Education:

- Qualifications Higher level qualification in a technical field, preferably in water and sanitation.
- MSc/BSc. in Water Resource Engineering (WAR), Environmental Engineering or Management or Civil Engineering Hydrology, Bachelor's Degree in Environmental Health Sciences.
- Excellent working knowledge of English (speaking and writing).
- Experience 4-5 years post-qualification professional experience in a relevant field. Management experience within a WASH context.
- Ability and willingness to manage project implementation.
- Good numerical, report writing, and administration skills.
- Problem-solving and technical WASH skills within a humanitarian setting.
- Knowledge and understanding of humanitarian standards such as Sphere and HAP.

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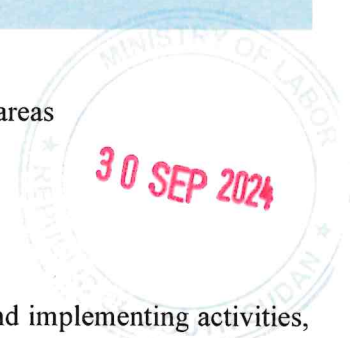
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- Team-player with good interpersonal skills and willingness to support others and to share the workload. Aptitude for community mobilization and capacity-building.
- Experience in training/mentoring/coaching staff. Able to prioritize, oversee multiple tasks, and take initiative in project decisions.
- Able to enforce procedures and set clear objectives for staff and delegates. Committed to consultative and servant-minded leadership.

## 7.0 Skills:

- Ability to work autonomously and under pressure
- Willingness to work in all kinds of contexts including unstable and remote areas
- Commitment to HFO's work and values
- Adaptable and able to work in a multicultural team
- Flexible and able to manage stress
- Available for a minimum of 6 months
- + years of demonstrated proficiency in project management, developing and implementing activities, staff supervision, budget preparation, and execution.



## 7.0 Languages:

- Fluency in English and local language within the project site

## 8.0 HFO STATEMENT:

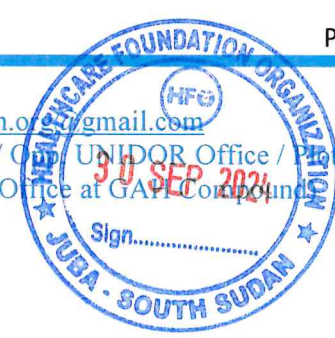
- HFO staff must adhere to the values and principles outlined in the HFO Code of Conduct and Ethics, HR Policy Manual, Prevention from Sexual Exploitation and Abuse policy, GBV, and Child Safeguarding Policies.
- Following these values, HFO enforces policies on beneficiaries, partners, and service providers to protect vulnerable groups from being exploited and to ensure a safe environment free from harassment.

## 13.0 HOW TO APPLY:

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- ✓ Applications should be addressed to the Human Resource & Administration Manager by quoting the vacancy position not later than **October 17<sup>th</sup>, 2024 @ 5.00 PM.**
- ✓ Applications received after this date will not be considered and submitted using the email address: [recruitment@hfo-ss.org](mailto:recruitment@hfo-ss.org) and copy [recruitments@hfo.org@gmail.com](mailto:recruitments@hfo.org@gmail.com)
- ✓ Due to limited internet space, **HAND DELIVERY** of Applications is allowed, and please find the address of the HFO Office below this advert.
- ✓ Hand delivers to HFO security Guard in Tongpiny, off the Catholic University of South Sudan or Near to UNIDOR Office
- ✓ Due to the urgency of these positions, applicants **WILL BE** selected on a rolling basis and before the dateline.
- ✓ Qualified female applicants are particularly and strongly encouraged to apply!

**HFO Employment statement:** Healthcare Foundation Organization (HFO) provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color religion, sex, national origin, age, disability, political affiliation, or marital status

