



Women Agency for Resilience and Transformation

Hai-Munuki Residential Area, Plot No 5, BK A, Off Bilpam road, Juba-South Sudan Tel: +211 921 241 836

E: info.wartssd@gmail.com W: <https://wart-ssd.org>

VACANCY ANNOUNCEMENT

POSITION TITLE: Medical Logistician
DUTY STATION: Ayod County
REPORTING TO: County Coordinator
DURATION: 6 Months
STATUS: FULL TIME

50-A-3
Approved by Senior Inspector,
MOL/RSSTJ
06/06/2024

COUNTRY PROGRAMME OVERVIEW

Women Agency for Resilience and Transformation (WART) is a women-led NNGO non-political, non-profitable organization established in 2017 to serve the needs of vulnerable women and girls in South Sudan.

WART is dedicated to building women's resilience to shocks and stressors that impact livelihoods, nutrition, health, and development through empowering and building the capacity of women in South Sudan.

WART implements humanitarian assistance projects in GBV, Health, Nutrition, Food security and livelihood, Education and WASH in various parts of the country in South Sudan.

WART is currently seeking qualified candidates for the position of **Medical Logistician**.

PURPOSE OF THE POSITION

The medical Logistician will ensure that our deployed medical teams have the medical equipment, devices and consumables they need to ensure the best possible health outcomes.

Roles and Responsibilities

- Provide monthly reports on procurement, inventory, facility and fleet management to the Lot Coordinator and provide a quarterly report and analysis to Project coordinator.
- Ensure that all stocks are registered and tracked from receipt to distribution, with live reports available on stock balances and stock movements through the organizational inventory management system
- Ensure that all stocks are stored appropriately to ensure no theft and no damage or loss from pests and water/ heat damage.
- Ensure that all medical supplies are stored appropriately, including pest control and cold chain requirements
- Conduct regular spot checks using standard organization tools to verify stocks and demonstrate effective stock management with 'Stock Count Accuracy analysis.

Approved by
Executive Director
05/06/2024





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- Source cost effective and quality freight options, that are suitable for medical supplies where required, for the movement of stock between locations and to distribution sites.
- Conduct assessments of government health facilities, including any structural improvement recommendations for the ministry of health to action) to support inventory management improvements, supporting process and tools reviews and trainings as required
- Supervise the pharmaceutical stores at the CHDs and monitor adherence to specified pharmacy management and storage guidelines.
- Ensure that drug registers are available in all supported health facilities
- Ensure the last mile distribution of drugs to supported health facilities and the BHWs within required timeline
- Collect data on drug consumption and movement in the supported health facilities and prepares timely monthly and other ad hoc reports on pharmaceutical drugs and supplies.
- Maintain accurate and up-to-date record of medicine and supplies in the main store and dispensary
- Receive new medicine and supplies, document, label and neatly arrange them in the main store and notify the dispensary on the new stock.
- Ensure coordination between the health facilities for drug rotation purposes to ensure that stock-out of drugs is minimized in the health facilities and for BHWs.
- Provide on job training to dispensers in health facilities and on tidiness and how to update stock card pharmaceutical record keeping.
- Ensure medical inventory tracking is up to date and produce weekly, monthly and quarterly reports.
- Any other responsibilities assigned by the supervisor.

Qualifications

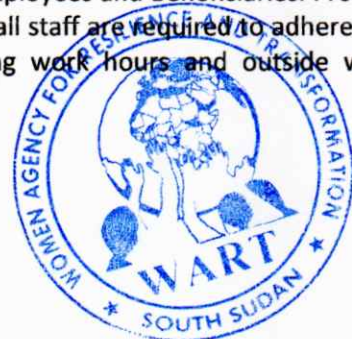
- Relevant degree in Pharmacy and or medical logistic management
- Demonstrated Experience with inventory managing of medical supplies, including good storage and good distribution practices
- Minimum of 4 years of experience in operations or logistics, preferably with related field.
- Demonstrated experience in procurement of various types of goods/services (experience with international procurement an asset) and donor procurement requirements
- Experience in managing the transport of goods in various conditions and context

Required competence and skills

- Proficiency in MS Office, and inventory Management Systems
- Leadership skills
- Service mentality
- Ability to work under pressure in a challenging environment
- Strong numeracy and analysis skills

PSEA

WART has a **ZERO TOLARANCE** to Sexual Exploitation and Abuse of Employees and Beneficiaries. Protection from Sexual Exploitation and Abuse (PSEA) is everyone's responsibility and all staff are required to adhere to the Code of Conduct, that enshrines principles of PSEA, always (both during work hours and outside work hours).





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Familiarization with, and adherence to, the Code of Conduct is an essential requirement of all staff, in addition to related mandatory training. All staff must ensure that they understand and act in accordance with this clause.

HOW TO APPLY

Qualified and interested candidates should send an application letter, CV with at least three referees, and copies of academic documents to recruitment.wart@gmail.com hand delivered copies should be delivered to our head office in Hai-Munuki residential area plot N0 5 no later than 28th June 2024 at 5.00 pm local time.

This position is based in Juba and non-Relocatable only South Sudanese nationals are eligible to apply. The Staff will work under the terms and conditions for this job as discussed and agreed with the selected candidate. Subject **"Application for the Medical Logistician position"**

NB: WART retains copies of application papers at the end of the recruitment process and therefore only copies of your academic documents and other testimonials should be submitted. Due to the urgency of the position, applications will be reviewed regularly and the position may be filled before the end of the expiry date of the advert.

Only shortlisted candidates will be contacted

Female candidates are encouraged to apply.

