

MSF Switzerland (MSF-CH)

JOB VACANCY – NURSING TEAM SUPERVISOR

Médecins Sans Frontières (MSF) is an international, humanitarian, non-governmental organisation providing assistance to people in need as a result of natural and man-made disasters, irrespective of race, religion, ideology or politics. MSF Switzerland (MSF-CH) is currently seeking to employ 2 qualified candidates for the following position with initial **6-months** fixed-term contract and trial period of **3-months**.

Position: NURSING TEAM SUPERVISOR

Number of Vacancies: 2

Location: Abyei Special Administrative Area

Scope of responsibilities:

Plan, organize, and evaluate the activities concerning nursing and the team associated, according to **MSF** values, policies and protocols and universal health standards, in order to warrant the quality and continuity of the health care and the development of the plan of action.

Main tasks:

- Carry out the functions and tasks associated to nursing i.e. perform as a nurse or OT nurse, whenever required or needed, in order to optimize the resources, contributing with his/her knowledge and experience.
- Implement all the protocols and hygiene procedures, and supervise his/her team follow the same standards, in order to warrant the quality of the care and service in his/her speciality.
- Organizing and carrying out care and treatments according to medical prescriptions, and assisting during consultations, daily rounds and other medical procedures. Participating in health education of the patient (and family) when necessary.
- Ensuring patients are properly received and installed and that those with lack of autonomy are assisted, especially regarding their feeding, personal hygiene, movements and comfort. For ER and OPD nurse, ensuring triage of patients in waiting areas, wards or during emergencies, detecting the priority acute/emergency cases, carrying out first aid care and referring them to the doctor when necessary
- Organize and coordinate the activities of his/her team (week's schedule, annual leave, absences, etc.), evaluate their performance and define and ensure the needs for training of staff, in order to ensure the coverage of the human resources needs and maintain high standards of quality.
- Carry out and/or supervise the (decentralized) pharmacy and medical equipment management (drugs orders, follow-up of the stock, storage conditions, inventories, follow-up of expired drugs and their destruction, drugs consumption, etc.) in his or her department, in order to satisfy the needs of material with efficiency and effectiveness.
- Carrying out admission, surveillance and follow-up of patients (i.e. assessment of the evolution of their state of health and the identification of any emergency situation or deterioration
- Perform and ensure cleaning and minor maintenance for biomedical equipment used. Following the user manual and protocols and alert supervisor in case of malfunctioning.
- Supervising and training nurse-aids, nutritional assistants, cleaners, and other related staff under his/her supervision, ensuring teamwork and adherence to all appropriate protocols and procedures
- Participating actively in infectious disease control, vaccinations, mass drug administration, surveys, or research
- Ensuring that all staff using medical devices are qualified and trained. Ensuring that cleaning and minor maintenance tasks are performed according to the protocols. Reporting any malfunction to the project biomedical service.
- Carry-out and/or coordinate administrative (exit-paper, transfer-paper, etc.), information and data collection (patient files, forms, statistics, etc.) tasks, and elaborate regular reporting, in order to have updated and reliable information about the day-to-day activity in the project, output/ outcome and support decision taking.
- Give feedback/ reports to medical focal point.



Recruitment criteria:

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| Education | <ul style="list-style-type: none">• Essential: Speciality (nursing and midwifery) diploma or bachelor degree• Essential: South Sudanese nursing registration |
| Experience | <ul style="list-style-type: none">• Essential: 2 years of previous experience in the relevant field• Desirable: MSF working experience or recognized NGO• Desirable: Experiences in IPC, OT, NCD/TB, ID, anaesthesia or Intensive Care Unit |
| Languages | <ul style="list-style-type: none">• Essential: English (written and spoken)• Essential: Arabic (spoken)• Desirable: Dinka (spoken) |
| Knowledge | <ul style="list-style-type: none">• Essential: Computer literacy (word, excel and internet) |
| Competencies | <ul style="list-style-type: none">• Results• Teamwork• Flexibility• Commitment• Stress management |

How to Apply:

South Sudanese candidates who meet the above criteria are invited to apply through the below link using a computer or a QR code on their smartphone. Application documents include cover letter, CV, relevant copy of diploma or degree, work certificates, and other documents such as national ID, residence and labour card.

The deadline is no later than June 26th, 2024 at 5:00pm.

<https://bit.ly/Abyei-NTS>



Only short-listed candidates will be contacted.
Female candidates are encouraged to apply.

Candidates are encouraged to apply early, as applications may be screened prior to the vacancy deadline

*The protection of your personal data is important to MSF. By submitting your application, you consent to MSF using your data only for the recruitment process to have all the information and documents necessary to proceed with the recruitment, validation of your application and selection of the most suitable candidate. Your data will be treated confidentially. Only people part of the recruitment process has access to your data. MSF does not sell your data under any circumstances. If you have any questions or requests, you can contact the **Abyei HR Manager at the MSFCH office in Abyei, Amethbek Hospital.***

