



INTERNATIONAL MEDICAL CORPS – SOUTH SUDAN
Plot# 311-313, Block# 3-K South, Thongpiny, Juba, South Sudan
www.InternationalMedicalCorps.org



JOB VACANCY ADVERTISEMENT

International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction. If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website provided at the end of this document.

Job Title:	Roving Logistics Manager (Position 1)
Country Program:	South Sudan
Location of Position:	Juba Office
Position Opened for:	South Sudanese only (Internal/ External)
Report To	Logistics Coordinator
Desired Start Date:	ASAP
Advertised date	31 st July' 2026
Closing Date for Applications:	19 th August 2026

Organizational Background

International Medical Corps is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs. Established in 1984 by volunteer doctors and nurses, International Medical Corps is a private, voluntary, nonpolitical, nonsectarian organization. Its mission is to improve the quality of life through health interventions and related activities that build local capacity in underserved communities worldwide. By offering training and health care to local populations and medical assistance to people at the highest risk, and with the flexibility to respond rapidly to emergency situations, International Medical Corps rehabilitates devastated health care systems and helps bring them back to self-reliance. Currently International Medical Corps works in Pigi Canal Jonglei State, Akobo, Malakal, Fashoda, Manyo, Payikang & Renk in Upper Nile, Wau in Western Bar el Gazel, Nyal in Unity State and Juba POC & Nimule in Central Equatoria state.

Summary of Responsibilities:

The post holder will support the Coordinator, Country Programs for all aspects of project management and the successful implementation of the project. S/he will provide broad administrative, programmatic, and financial support to the project, including direct assistance to the implementation of the undertaken initiatives. The Program Coordinator will provide support



during proposal development phases in an effort to generate new funding opportunities and ensure continuity of critical programming. Under the guidance of the Director, Country Programs, the successful candidate will be able to multitask, perform vigorous follow-up and get directly involved in the implementation of different activities related to the beneficiaries of the integration project. The ideal candidate for this position will have a strong background in healthcare service delivery and/or management in emergency and development contexts. The tasks include are not limited to;

ESSENTIAL JOB DUTIES / SCOPE OF WORK:

Key Responsibilities

- Serve as the primary logistics focal point for Ebola preparedness and response activities across the Yei, Yambio, Nimule, and Juba IDUs.
- Conduct frequent field deployment and monitoring visits to all four locations to guarantee that 100% of the logistics and supply chain processes are running smoothly.
- Work in constant and close collaboration with the Logistics Coordinator and the Juba Logistics Team to align emergency preparedness efforts and streamline corporate support.

Procurement & Supply Chain Management

- Manage effective procurement processes tailored for emergency preparedness, including PR, PO, Tender/Bid, and Contract process in Costpoint (CP) ERP System.
- Oversee the rapid supply chain management of specialized Ebola preparedness commodities, PPE, IPC Supplies, medical supplies, and pharmaceuticals.
- Lead the logistics and tracking of medical drugs in strict alignment with the emergency preparedness program needs. Page 1 of 4
- Take the lead on all context-specific procurement activities, introducing innovative practices to maximize emergency response efficiency.



Inventory, Warehousing & Cold Chain Integrity

- Conduct frequent, documented supervisory visits and spot checks to monitor inventory storage conditions and movement records at IDU-linked warehouses.
- Ensure the strict integrity of inventory accuracy and manage stock movements for highly sensitive PPE, medical counter-measures, and response equipment with the help of direct reports.
- Identify and swiftly resolve any inventory discrepancies, ensuring physical stock and digital system records are in 100% agreement.
- Keep close track of slow-moving, short-expiry, or obsolete emergency stock.



to prevent gaps during an outbreak scenario.

Distribution, Transport & Field Operations

- Develop and review targeted procurement, commodity quantification, and distribution plans for the IDUs using precise emergency assumptions and best practices.
- Support project distribution planning and execution to ensure that life-saving Ebola preparedness stock is received on time at field distribution points, recorded properly, and fully reconciled.
- Negotiate rates, select suppliers, and establish contracts with trusted transportation and logistics providers capable of operating in high-risk/emergency contexts.
- Recommend optimal, secure transport modes, routes, or delivery frequencies to mitigate geographic and security bottlenecks across Yei, Yambio, Nimule, and Juba.

Compliance, Strategy & Continuous Improvement

- Establish and maintain strong, reliable relationships with vetted suppliers to support the rapid mobilization and efficient management of emergency supplies.
- Work hand-in-hand with the broader program and management teams to understand their evolving procurement and logistics needs on the ground.
- Collaborate with the project lead to ensure forecasted outbreak preparedness needs are timely and accurate, guaranteeing goods seamlessly reach the targeted IDUs and beneficiaries.
- Partner with management and project teams to aggressively resolve outstanding audit findings, maximizing compliance with organizational and donor policies.
- Regularly collect, collate, and analyze value-for-money parameters, identifying savings by removing waste or unnecessary steps in the emergency logistics process.
- Interpret supply chain trends, analyze data, and provide meaningful logistics reports to internal stakeholders to aid operational cost improvements and response readiness.



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- s Assist in prioritizing the dispatch needs in conjunction with program teams.
- Conduct check to ensure preventive maintenance of all IMC assets and equipment according to instructions of line supervisor.
- To provide general administration support to the Asset Management Unit in regular record and reports retention.
- Any other professional tasks assigned by the Juba logistics/procurement team



in line with IMC humanitarian mandate and code of ethics.

Competencies & Requirements

The Logistics Manager must possess exceptional leadership, resilience and analytical capabilities to thrive under high-pressure emergency conditions. Key competencies include being a self-motivated, flexible self-starter who can maintain optimism, embrace personal challenges and proactively foster team cohesion and a positive atmosphere. The role demands strong planning, project management, and organizational skills to handle multiple competing priorities simultaneously, alongside proven analytical and problem-solving abilities to navigate operational obstacles. Given the mandate to provide frequent on-ground support to logistics officers across four IDU locations, the manager must be a highly skilled communicator with robust interpersonal, negotiation, and influencing skills to build strong internal and external relationships. Additionally, they need solid commercial and financial insight to fully understand and mitigate the operational impacts of potential failures in supply schedules or order fulfillment.



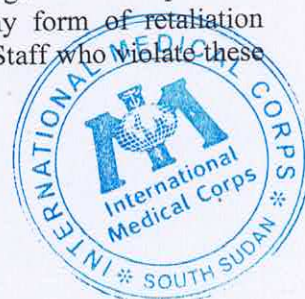
The Logistics Manager is required to hold a relevant degree in procurement, supply chain management, or a business/commercial field, with professional membership in a body like the Chartered Institute of Procurement and Supply being highly advantageous. Essential qualifications include prior experience working in a logistics managerial function within a humanitarian environment, coupled with a comprehensive knowledge of logistics processes and procedures. The candidate must possess expert knowledge of technical regulations, including import/export, customs, and security requirements, backed by certifications in dangerous goods handling and aviation security. Given the nature of the field-based oversight, requirements also encompass experience in capacity building for implementing partners, proficiency in ICT tools for inventory and supply chain management, and advanced data analysis skills, particularly as an advanced Excel user.

Ethical Conduct at International Medical Corps

As part of a global, humanitarian team dedicated to saving lives, easing suffering, and building self-reliance, International Medical Corps staff are responsible for adhering to our *Code of Conduct and Ethics* and for knowing and abiding by International Medical Corps policies and standards. All staff play a vital role in preventing violations of our *Code of Conduct and Ethics*, including conflicts of interest, fraud, corruption, and any kind of exploitation or abuse. International Medical Corps is also committed to providing a safe and healthy work environment free of harassment, bullying, and other misconduct, enabling staff to build and maintain professional, respectful working relationships.

International Medical Corps prioritize safeguarding the populations with whom we work from exploitation, neglect, or abuse of children and adults at risk, and/or any form of trafficking in persons. International Medical Corps is committed to engaging members of crisis-affected communities to participate in meaningful ways in a crisis response, including making informed decisions about the assistance they receive, mitigating potential risks, and holding us accountable for the commitments we make. All staff are expected to support International Medical Corps' culture of accountability toward our stakeholders, particularly the crisis-affected communities and individuals we serve.

As part of International Medical Corps' commitment to a speak-up culture and as one of the primary ways we collectively hold ourselves accountable for complying with the ethical principles and standards of conduct outlined in the *Code of Conduct and Ethics*, all staff are required to report suspected or actual misconduct or violations of organizational policies. Our *Code of Conduct and Ethics* and *Whistleblower Policy* prohibit any form of retaliation against whistleblowers or individuals who report a concern in good faith. Staff who violate these



protections may be subject to disciplinary action, up to and including termination of employment or contractual relationship with International Medical Corps

HOW TO APPLY

Interested candidate (**South Sudanese**) who meets the above criteria, should submit their Application (cover letter) indicating daytime, contact numbers, copies of Updated CV with at least three referees, their telephone and email contacts, South Sudanese Nationality ID Card or Passport, Birth Certificate, Academics Certificates, (**Documents are not returnable once submitted**) addressing to Human Resource Department IMC.

NB: Application can be Submitted to: SS-Recruiting@internationalmedicalcorps.org.

OR Hand delivered applications should be submitted to IMC Juba Office

Please note the application received will be reviewed on a rolling basis, and the position might be filled before the closing date

We appreciate your applications; however, Only Shortlisted Candidates will be contacted for interviews.

Website for reporting misconduct: www.InternationalMedicalCorps.ethicspoint.com. Please do not submit your CV or application to this website, it will not be considered for review

