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MINISTRY OF LABOR
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22 JUL 2026
REPUBLIC OF SOUTH SUDAN

International Medical Corps
INTERNATIONAL MEDICAL CORPS – SOUTH SUDAN
Plot# 311-313, Block# 3-K South, Thon... 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:	Casual Emergency Specialist Doctor (Facility Manager (Position 5)
Country Program:	**South Sudan**
Location of Position:	Juba IDU (1), Yei IDU (1), Kajo-Keji IDU (1), Yambio IDU (1), and Maridi (1)
Position Opened for:	South Sudanese only (Internal/ External)
Report Too	Medical Coordinator
Desired Start Date:	ASAP
Advertised date	22nd July' 2026
Closing Date for Applications	11th 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 Emergency Facility Manager will provide overall technical leadership and oversight of Ebola Virus Disease (EVD) activities in supported health facilities, including Ebola Treatment Units (ETUs) and Infectious Disease Units (IDUs), within the assigned duty station. One Emergency Facility Manager will be deployed to each of the following locations: Juba IDU, Yei IDU, Kajo-Keji IDU, Yambio IDU, and Maridi IDU. The incumbent will ensure that all EVD response

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activities are effectively implemented and aligned with approved protocols and guidelines within their assigned area of responsibility.

Key responsibilities include managing IDU staff, coordinating day-to-day operations, and ensuring the continuous availability of essential medical supplies, personal protective equipment (PPE), medical consumables, and medicines required for EVD response activities. The Emergency Facility Manager will also supervise and oversee screening and triage activities across selected health facilities to ensure early identification, isolation, and appropriate management of suspected EVD cases, while maintaining high standards of infection prevention and control (IPC). In collaboration with the Ministry of Health and relevant stakeholders, the position will serve as the lead focal point for facility-based EVD preparedness and response activities at the assigned location.

ESSENTIAL JOB DUTIES / SCOPE OF WORK:

The Casual Emergency Specialist Doctor (Facility Manager) will be responsible for the overall coordination, management, and technical oversight of Ebola Virus Disease (EVD) preparedness and response activities within the assigned Infectious Disease Unit (IDU) and supported health facilities. Specific duties include, but are not limited to, the following:

1. **Clinical Leadership and Case Management**

- Provide overall clinical leadership and technical supervision for EVD preparedness, screening, triage, isolation, treatment, referral, and management activities.
- Ensure all suspected, probable, and confirmed EVD cases are managed in accordance with national and international guidelines and protocols.
- Supervise clinical care provided to patients admitted to the IDU/ETU and ensure adherence to quality standards.
- Support early detection, isolation, stabilization, and referral of suspected EVD cases when required.
- Participate in clinical reviews, case discussions, mortality reviews, and continuous quality improvement initiatives.

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2. **Facility Management and Operations**

- Manage the day-to-day operations of the assigned IDU/ETU and ensure uninterrupted service delivery.
- Develop staff duty rosters and ensure adequate staffing coverage at all times.
- Monitor facility performance and ensure compliance with operational procedures and response objectives.
- Coordinate patient flow, admissions, discharges, referrals, and transfers in accordance with established protocols.
- Ensure proper maintenance and functionality of medical equipment and emergency response infrastructure.

3. **Infection Prevention and Control (IPC)**

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- Ensure strict implementation of Infection Prevention and Control measures within the facility.
- Monitor adherence to standard precautions, PPE usage, waste management, environmental cleaning, and decontamination procedures.
- Conduct regular IPC assessments and implement corrective actions to address identified gaps.
- Ensure availability and proper utilization of IPC supplies and equipment.
- Lead investigations and response measures related to healthcare worker exposures and IPC incidents.

4. **Screening, Triage, and Surveillance**

- Supervise screening and triage activities at the selected health facilities entry points and designated screening stations.
- Ensure timely identification and isolation of suspected EVD cases.
- Support active surveillance, alert management, contact tracing coordination, and reporting activities as required.
- Collaborate with surveillance teams and local health authorities to strengthen early warning systems.

5. **Human Resource Management and Capacity Building**

- Supervise, mentor, and support medical, nursing, laboratory, IPC, and support staff assigned to the IDU/ETU.
- Conduct on-the-job training, coaching, and orientation sessions for health workers on EVD case management and IPC protocols.
- Monitor staff performance and provide regular feedback to improve service quality.
- Promote staff wellbeing and adherence to occupational health and safety standards.

6. **Supply Chain and Logistics Management**

- Ensure continuous availability of medicines, PPE, laboratory supplies, medical consumables, and emergency response materials.
- Monitor stock levels and consumption trends and initiate timely replenishment requests.
- Maintain accurate inventory records and ensure accountability for all assigned assets and supplies.
- Coordinate with logistics and procurement teams to prevent stock-outs and operational disruptions.

7. **Coordination and Representation**

- Coordinate closely with Ministry of Health representatives, local health authorities, WHO, partners, and other stakeholders involved in EVD preparedness and response.
- Participate in relevant coordination meetings, technical working groups, and emergency response forums.
- Represent the organization in facility-level and county-level response activities when delegated.

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8. **Monitoring, Reporting, and Documentation**

- Ensure timely and accurate collection, analysis, and reporting of epidemiological, clinical, and operational data.
- Prepare and submit daily, weekly, and monthly reports as required.
- Maintain accurate patient records, facility registers, stock records, and other relevant documentation.
- Support data quality assessments and utilization of information for decision-making.

9. **Emergency Preparedness and Response**

- Support implementation of EVD preparedness plans, simulation exercises, and contingency measures.
- Participate in rapid response activities during outbreaks and public health emergencies.
- Ensure readiness of the facility to respond effectively to suspected or confirmed EVD cases and other infectious disease threats.

10. **Other Duties**

- Comply with organizational policies, donor requirements, and national health regulations.
- Promote safeguarding, accountability, and protection principles in all aspects of work.
- Perform any other duties assigned by the Emergency Health Coordinator, Project Manager, Medical Coordinator, Medical Director or designated supervisor in support of emergency health response activities.

Competencies & Requirements

Education

- Minimum of 3–5 years of progressive experience in clinical medicine, public health, emergency response, outbreak preparedness, or infectious disease management.
- Experience in humanitarian and emergency health programming.
- MBBS holder with Master degree in infectious diseases or public health is plus
- Demonstrated experience in disease surveillance, outbreak investigation, and public health emergency response.
- Experience working in Infectious Disease Units (IDUs), treatment centres, hospitals, or emergency response settings is desirable.
- Experience supporting Ebola Virus Disease (EVD), Marburg Virus Disease (MVD), cholera, measles, COVID-19, or other epidemic-prone disease preparedness and response activities.
- Experience coordinating multidisciplinary teams and supervising health personnel.

Professional Experience

- Minimum of five (5) years of progressively responsible experience in health programming, clinical service delivery, or emergency health

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response.

- At least two (2) years of experience managing infectious disease outbreaks such as Ebola Virus Disease (EVD), Marburg Virus Disease (MVD), Cholera, COVID-19, or similar public health emergencies.
- Demonstrated experience in supervising multidisciplinary health teams and managing health projects in humanitarian or resource-constrained settings.
- Experience working with NGOs, UN agencies, Ministry of Health, or humanitarian organizations is preferred.

Technical Competencies

- Strong knowledge of Ebola Virus Disease (EVD) case management, surveillance, outbreak preparedness and response.
- Sound understanding of Infection Prevention and Control (IPC) principles and practices.
- Knowledge of Integrated Disease Surveillance and Response (IDSR) systems and public health emergency management.
- Experience in health information management, data analysis, monitoring and evaluation, and reporting.
- Familiarity with Ministry of Health guidelines, WHO standards, and humanitarian health coordination mechanisms.
- Ability to develop work plans, monitor project performance, and ensure achievement of project objectives.

Leadership and Management Skills

- Proven ability to lead, supervise, mentor, and motivate multidisciplinary teams.
- Strong organizational and project management skills with the ability to manage multiple priorities under pressure.
- Ability to coordinate effectively with government authorities, donors, implementing partners, and community stakeholders.
- Demonstrated decision-making and problem-solving skills in emergencies and rapidly changing environments.

Communication Skills

- Excellent written and verbal communication skills.
- Strong report-writing, presentation, and documentation skills.
- Ability to facilitate meetings, training, and technical discussions with diverse audiences.
- Strong interpersonal and networking skills.

Computer Skills

- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook).
- Experience with health information systems and electronic data collection platforms is an added advantage.

Language Requirements

- Fluency in written and spoken English is required.

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- Knowledge of local languages spoken in Eastern Equatoria State is an added advantage.

Personal Competencies

- Demonstrates integrity, professionalism, and commitment to humanitarian principles.
- Strong cultural sensitivity and ability to work effectively in diverse environments.
- Ability to remain calm and effective under stressful and emergency conditions.
- Commitment to safeguarding, Prevention of Sexual Exploitation and Abuse (PSEA), accountability, and protection principles.
- Willingness to work extended hours and deploy rapidly during public health emergencies when required.

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.

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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***

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