



HEALTHCARE FOUNDATION ORGANIZATION (HFO)

TO IMPROVE AND ADVANCE THE "QUALITY OF HEALTHCARE" IN SOUTH SUDAN AND ITS REGIONS
EMAIL: HEALTHCAREFOUNDATION.ORG@GMAIL.COM | PC.HEALTHCAREFOUNDATION.ORG@GMAIL.COM
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HUMAN RESOURCE AND ADMINISTRATION DEPARTMENT

JOB VACANCY ANNOUNCEMENT

VA/HFO/SSHF/SA1/04/2025

Job titles:	Registered Nurse (1 Position)
Reporting to	Clinical Officer
Department:	Health Department
Hours:	40 hours per week
Duty station:	Fangak County
Opening date	5/9/2025
Closing date	24/2025
Starting date	ASAP

BACKGROUND

Healthcare Foundation Organization (HFO) was founded in 2015 in South Sudan and has established a strong local presence for the last ten years. HFO operates across key states of the country, including:

- Central Equatoria State(Juba County)
- Upper Nile State(Fashoda, Panyikang, Malakal, Maiwut, Nasir and Baliet)
- Jonglei State(Fangak, Bor, Twic East, Ayod, Canal Pigi)
- Unity State(Leer County and Mayendit County)
- Northern Bahr El Ghazal(Aweil East):
- Warrap State (Gogrial East County)

Beyond South Sudan, HFO was also registred in Sudan in 2022 with its head office in Khartoum, and additional operations in White Nile and Blue Nile States before the Sudan's crisis in 2023 and early 2025, HFO extended its operation to refugee's settlement in Palebek, Lamu District_Uganda and has been registered with the Government of Uganda as a Regional Humanitarian Organization.

Our dedicated team of experts delivers high-quality programs in health, nutrition, Gender Based Violence (GBV), protection, Non-Food Items (NFI), Food Security and Livelihood (FSL), education, water, sanitation, and hygiene (WASH). Through these interventions, HFO has reached and supported over





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300,000 vulnerable and affected people with lifesaving humanitarian assistance and long-term development initiatives.

Since 2017, HFO has been actively implementing humanitarian programs across six states of South Sudan. All our services align with humanitarian core policies, international best practices, and the specific needs of South Sudanese communities and institutions.

For more information, please visit our website: www.hfo-ss.org.

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.

Open Positions

HFO is seeking applications from qualified and motivated candidates for the following positions under its anticipated program:

Registered Nurse (1 Position)

1. Position Summary

The Registered Nurse will provide essential curative and preventive health services to individuals and families in Fangak County. This includes outpatient care, management of common illnesses, wound care, immunizations, health education, and support for maternal and child health. The nurse will work closely with other health professionals to ensure quality care in a resource-limited, emergency-prone setting.





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2. Key Responsibilities

A. Clinical Services

- Provide outpatient consultations for common illnesses and injuries
- Administer medications, IV fluids, and injections as prescribed
- Perform wound care, dressing changes, and minor procedures
- Support triage and emergency care, including stabilization and referral
- Monitor vital signs and patient progress

B. Maternal and Child Health Support

- Assist with antenatal, postnatal, and newborn care
- Support immunization campaigns and routine vaccinations
- Educate mothers on breastfeeding, hygiene, and nutrition

C. Infection Prevention & Control (IPC)

- Ensure adherence to IPC protocols in all clinical areas
- Maintain cleanliness and proper waste disposal
- Promote hand hygiene and safe injection practices

D. Health Education & Community Outreach

- Conduct health talks on hygiene, nutrition, disease prevention
- Collaborate with Community Health Workers (CHWs) for outreach activities
- Participate in mobile clinics and outreach campaigns

E. Documentation & Reporting

- Maintain accurate patient records and registers
- Submit timely reports on service delivery and stock usage
- Participate in data collection and quality improvement initiatives.





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3. Qualifications, Skills & Experience

Essential:

- Diploma or bachelor's degree in nursing from a recognized institution
- Valid registration with the South Sudan Nursing Council or equivalent
- Minimum 2 years of clinical nursing experience
- Strong clinical skills in outpatient and emergency care
- Ability to work independently and in a team

Desirable:

- Experience in humanitarian or rural health settings
- Training in IPC, IMCI, or emergency nursing
- Familiarity with local languages (Nuer, Arabic)

4. Key Competencies

- **Clinical Judgment:** Sound decision-making in patient care
- **Communication:** Clear and compassionate interaction with patients
- **Teamwork:** Collaborative approach with health staff and CHWs
- **Adaptability:** Resilience in challenging environments
- **Ethics:** Commitment to confidentiality and humanitarian principles

5. Terms of Reference (ToR)

5.1 Background

The SA1 Health Programme aims to improve access to essential health services in Fangak County. The Registered Nurse plays a vital role in delivering primary care, supporting maternal and child health, and strengthening community health systems.

5.2 Purpose of the Position

To provide safe, effective, and compassionate nursing care that contributes to improved health outcomes for vulnerable populations in Fangak.





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5.3 Expected Deliverables & Performance Indicators

Deliverable	Indicator	Frequency
Outpatient consultations	≥90% of patients receive appropriate diagnosis and treatment	Monthly
Medication administration	100% adherence to prescription and dosage protocols	Ongoing
Immunization coverage	≥85% of target children vaccinated	Quarterly
Health education sessions	≥2 sessions conducted per week	Weekly
Accurate reporting	100% on-time submission of reports	Monthly

5.4 Reporting & Supervision

Reports directly to the Clinical Officer, with technical oversight from the Health Officer and County Health Department (CHD).

5.5 Safeguarding & Compliance

Must adhere to organizational safeguarding policies, including child protection and PSEA, and uphold ethical standards.

5.6 Duration & Working Conditions

- Based in Fangak County, with travel to outreach sites
- May require extended hours, including nights and weekends
- Contract duration dependent on project funding.





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Application Process

- Opening Date: September 5, 2025
- Deadline for Applications: September 24, 2025 (applications reviewed on a rolling basis)
- Expected Start Date: As Son As Possible (ASAP)

How to Apply:

- Applications should be addressed to the Human Resource & Administration Manager, clearly quoting the vacancy position, and submitted no later than September 24, 2025, at 5:00 PM.
- Applications received after the deadline will not be considered.
- Applications must be submitted via email to hrm@hfo-ss.org
- Due to limited internet access, hand delivery of applications is also allowed. Please submit to the HFO Security Guard at **HFO Head Office, Tongpiny – Off the Catholic University of South Sudan, Near UNIDOR Office.**
- **Note:** Due to the urgency of these positions, applications will be reviewed, and candidates may be selected on a rolling basis, prior to the deadline.
- **Qualified female candidates are strongly encouraged to apply!**

HFO Employment Statement

Healthcare Foundation Organization (HFO) is an equal opportunity employer. We provide fair and equitable treatment in employment to all individuals without regard to race, color, religion, sex, national origin, age, disability, political affiliation, or marital status.

