



EXTERNAL JOB VACANCY

Vacancy NO. 3-Jub-2022-10-23- N

Job Title: Roving Lot Pharmacist (1 Post)
Location: Juba 20% and 80% travel to RI field locations
Duration: 5 Months with possibility of extension, depending on availability of funding
Reports to: Technical Health Manager
Start Date: ASAP
Eligibility: South Sudanese National only (with ability to travel to all RI locations in country)

About RI: Relief International is a leading nonprofit organization working in 20 countries to relieve poverty, ensure well-being and advance dignity. We specialize in fragile settings, responding to natural disasters, humanitarian crises and chronic poverty.

Relief International combines humanitarian and development approaches to provide immediate services while laying the groundwork for long-term impact. Our signature approach – which we call the RI Way—emphasizes local participation, an integration of services, strategic partnerships, and a focus on civic skills. In this way, we empower communities to find, design and implement the solutions that work best for them.

RI believes that gender equality is a basic right for all people, and it is critical to directly address gender-based discrimination and promote gender equality in order to ensure sustainable development.

Position summary:

The Roving Lot Pharmacist will be responsible for all aspects of pharmaceutical supplies management across lot 2 and 4 Counties (Maban, Melut, Renk, Longechuk and Maiwut). S/he will ensure documentation for last mile distribution, accurate drug consumption reports, effective management of drugs and medical supplies, availability of vaccines in all health facilities, all records of drugs and updated on monthly bases, quality assurance and stores management at county level.





SPECIFIC JOB DUTIES AND RESPONSIBILITIES:

Receive, report and support safeguarding incidents and concerns:

- Make effective use and improve on existing procedures and guidelines for forecasting, storage, stock management and distribution.
- Mandatory: Create GIK database in an excel and track all Goods in Kinds (UNICEF supplies, UNFPA, UNDP and many others) and report to Technical Health Manager.
- Ensure all health facilities have copies of last mile distribution's waybill documented and all Waybills for last mile distribution are well documented at Juba health program office (both UNICEF and RI waybills).
- Guide County health coordinators during last mile distribution of medicine and medical supplies to the facilities
- Ensure all pharmacy staff understand the principles of patient care, infection prevention and control, and safety process.
- Ensure prescription, administration, cold chain management, controlled substances management and disposal of expired medical supplies is well managed and handled according to national and international standards
- Develop a pharmaceutical database to track all facility based stocks consumptions.
- Keep good records of all supplies and drugs in all health facilities and County Warehouse using stock cards, and ensure all drugs are well arranged in drugs shelves.
- Ensure all facilities have good practices in managing drugs and all records of drugs and medical supplies requisition from store to pharmacy are well documented, and ensure all facilities have good records of daily drugs consumption in the pharmacy.
- Monitor stock management and effective stock rotation principles of FEFO/FIFO. Regularly update the list of nearly expire commodities to inform the health facilities in-charges and ensure utilization of commodities.
- Liaise with Technical Manager and Project manager as well as supply chain and logistic team to ensure timely communication, coordination, and effective planning to mitigate stock outs
- Compile monthly consumption reports for all stocks (Drugs, Vaccines and medical supplies)
- Ensure Drug consumption reports are entered into DHIS2 on monthly bases.
- Prepare Vaccines request for all the supported Counties on quarterly bases and submit to Technical Health Manager.
- Monitor and support drugs management at supported health facilities including standardizing and regularization of orders, requisition, reporting and pharmaceutical handling.
- Organise and conduct quarterly regular physical stock counts, verification and reporting regularly to the Technical Health Manager.
- Conduct monthly stock Count and drugs inventory, supplies and equipment and report to the technical Health Manager
- Ensure Capacity building of health providers on rational prescription and use of drugs and medical supplies through regular on-job training during supportive supervision.
- Ensure all facilities stores are very clean, dry and have favourable temperature for storing drugs.

Note:

- The role of the **Roving Lot Pharmacist** cannot be limited to the specific duties and tasks detailed herein. The success of the RI's humanitarian mission is the highest priority and all issues, which arise, must be addressed accordingly. Therefore, the **Roving Lot**



Pharmacist will be required to support in unforeseen issues and circumstances and remain flexible to perform other duties, as and when required by supervisor.

Qualification and Minimum Requirements:

This position demands a dynamic individual with a demonstrated ability to achieve results in a demanding and fast-paced environment.

a) Education:

- Degree in Pharmacy from a recognized university

b) Experience:

- At least 3 years' experience in direct pharmaceutical management with recognized organization.
- Previous experience in supervising staff
- Demonstrated Experience in capacity building and mentoring and ability to lead, train, supervise, facilitate and motivate staff in their respective tasks in a professional, respectful and supportive manner
- Knowledge, skills and experience in pharmaceutical manners
- Proven experiences in implementing pharmaceutical management program in line with best practices including designing and developing training modules.

c) Skills and Competencies:

- Good Computer skills in micro soft word, PowerPoint and excel
- Professionally fluent in written and spoken English.
- Remain Productive when under pressure

➤ **Field specific competencies**

Contribution to program achievements, Flexibility, resilience, accountability towards beneficiaries and Stakeholders.

Applicant must not be person who has bad record or has been convicted of Sexual Exploitation and Abuse (PSEA), Sexual Harassment and Child abuse cases.

We would like to share Relief International's values with you:

We uphold the Humanitarian Principles: humanity, neutrality, impartiality, and operational independence. We affirmatively engage the most vulnerable communities. We value:

- Inclusiveness
- Transparency and Accountability
- Agility and Innovation
- Collaboration
- Sustainability

APPLICATION SUBMISSION CRITERIA

HOW TO APPLY:

Aspiring potential interested applicants should submit motivational letter, CV and copies of academic documents in a sealed envelope clearly marked **3-Jub-2023-01-10-N** to Relief International office in **Juba**

Or by Email to; recruitments@ri.org



Because this position is urgently needed to be fill, short listing shall be conducted before the deadline/as applications are being received

Deadline: [Jan 30, 2023, 4:30 pm SSD local time](#)

- Only shortlisted applicants will be contacted

