

JOB OPPORTUNITY

Amref Health Africa is the largest international health development organization based in Africa. With headquarters in Kenya, Amref Health Africa has offices in Ethiopia, Uganda, South Sudan, Kenya, Tanzania, Southern Africa and Western Africa providing services to over 30 countries.

Working with and through African communities, health systems and governments, Amref Health Africa aims to close the gap that prevents people from accessing their basic right to health. Amref Health Africa is committed to improving the health of people in Africa by increasing sustainable health access to communities in Africa through solutions in human resources for health, health service delivery, and investments in health. Our Vision is **Lasting Health Change in Africa**. For more on Amref Health Africa please visit www.amref.org

Amref Health Africa in South Sudan is seeking to hire **Qualified, Competent, and Vibrant South Sudan Nationals** to fill the following position.

Project Officer (1 Position) - Ref. No. PO/003/2022

Location: Juba.

Purpose of Job:

Amref Health Africa is seeking an enthusiastic, systems-minded individual to join the team that will lead COVID-19 Vaccination through 2022-2023. This grant aims to address COVID-19 vaccination health disparities and advance health equity by expanding capacity and services and reducing COVID-19-related health disparities and accelerating coverage through partnership with MoH and other implementers.

The COVID-19 **Project Officer** will be responsible for effective coordination, operational support, and aiding programmatic efforts through local partnerships. In this capacity, the Project Officer will work with MOH, ACDC partners on coordination of project activities, and working in close collaborates with M&E Officer. This position will report to the Project Manager.

Key Responsibilities:

The listed functions summarize the roles that will be performed by the job holder.

Planning & Coordination:

- Participate in COVID-19 TWG meetings and other partner meetings for COVID-19 coordination, activity reviews and planning;
- Plan and coordinate the national level project activities in collaboration with MoH and other stakeholders;
- Support in development of performance improvement plan based on concerns in service delivery;



- Liaise with field teams on support to follow up finance, logistics and administrative processes in Juba office and provide feedback.

Technical support:

- Assesses project needs to align with the proper service delivery;
- To lead on the co-ordination of the project, meeting regularly with the TWG and ACDC partners to ensure the required arrangements are in place to ensure the delivery of the project KPI. This includes but is not exhaustive, booking arrangements, technology requirements, workforce, training, stock control and report dashboard monitoring;
- Participate in maintaining and facilitating accurate and timely project reporting of activities in collaboration with M&E Officer.
- Support PM (technical lead) to manage the dashboard review, including data analysis, verification, visualization and synthesis of the weekly reports. This includes quantitative and qualitative data input and analysis.
- Gathers and maintains necessary program data for programme reporting and decision making.
- Prepares reports on program operations and status.
- Performs other related duties as assigned.

Any other tasks:

- Participate and represent Amref Health Africa in various COVID-19 fora.
- Carry out additional related activities and management tasks assigned by the supervisor

Required Qualifications:

Minimum Education

Bachelor degree in Public health or Health related course

Experience

- At least 2 years of professional experience in NGO setting
- Excellent knowledge of Health programme implementation, especially on COVID-19.
- Working in hardship areas with minimal supervision;

Skills

- Excellent organizational skills
- Good communication skills, and a collaborative and multidisciplinary interest
- Has a thorough knowledge of English (both oral and written) and Juba Arabic
- Ability to travel to field locations
- Working knowledge of Microsoft Office, PowerBI, Google Calendar, and other virtual meeting platforms
- Skilled in writing official communication, and writing of technical materials.

Languages

- For the position advertised, fluency in English (both oral and written) is required. Knowledge of Arabic is desirable.
- Qualified and experienced female candidates are highly encouraged to apply.



How to Apply

Please visit our website <https://amref.org/vacancies/> to submit your application. You will be directed to our online portal where you will need to create an account in order for you to be able to submit your application. Your application should include an updated CV including three work related referees and a cover letter addressed to the Human Resource Business Partner, Amref Health Africa.

The closing date for submitting applications is **June 30, 2022**.

The position will be hired on a rolling basis.

Amref Health Africa is committed to the principles of safeguarding at the workplace and does not tolerate any form of abuse, discrimination or harassment.

Duly note that Amref Health Africa does not require applicants to pay any money at whatever stage of the recruitment and selection process and has not retained any agent in connection with recruitment. Amref Health Africa is an equal opportunity and has a non-smoking environment policy

