



VACANCY ANNOUNCEMENT

Action Against Hunger is a non-governmental organization whose aims and mission is to save lives by eliminating hunger, under-nutrition, particularly during and after emergency situations like disasters. Action Against Hunger focuses on nutrition, health and healthcare practices; food security and livelihoods (FSL); water, sanitation and hygiene (WASH) and advocacy.

Action Against Hunger USA is currently looking for a qualified **South Sudanese Nationals** to fill in the position of **Roving Pharmaceutical Supervisor/ Technician** based in Juba

- Position:** Roving Pharmaceutical Supervisor/ Technician
- Reports to:** Head of Health and Nutrition (*Administratively*)
Health Specialist (*Technically*)
- Location:** Juba, with support to other Country Offices
- Start Date:** As soon as possible
- Opening date:** 21 April 2026
- Closing Date:** 12 May 2026

About Action Against Hunger

Action Against Hunger leads the global movement to end hunger. We innovate solutions, advocate for change, and reach 28 million people every year with proven hunger prevention and treatment programs. As a nonprofit that works across 55 countries, our 8,990 dedicated staff members partner with communities to address the root causes of hunger, including climate change, conflict, inequity, and emergencies. We strive to create a world free from hunger, for everyone, for good.

Action Against Hunger is part of the Action Against Hunger International network. As an independent NGO, Action Against Hunger currently manages operations in 8 countries: Kenya, South Sudan, Somalia, Tanzania, Uganda, Ethiopia, Zambia, and Haiti.

About the Country Program in South Sudan

Action Against Hunger has been operational in South Sudan since 1985, addressing both chronic and acute needs through a comprehensive multi-sectoral approach. Our programs integrate Nutrition, Food Security & Livelihoods, Water, Sanitation & Hygiene (WASH), Protection, and Gender interventions to strengthen resilience and improve community well-being. To implement these programs effectively, Action Against Hunger engages both national and international staff, with a dedicated country team of approximately 100 professionals operating across regional and satellite offices. Action Against Hunger currently operates in four regions: Warrap, Northern Bahr el Ghazal, Pibor and Jonglei states with a robust portfolio of \$15 million per year, covering emergency response, resilience-building, research, and innovation programs to drive sustainable impact. In 2024/2025, the key donors include ECHO, UNICEF, AICS, GFFO, SIDA, EHF, WFP, and other partners committed to supporting humanitarian and development efforts in the country.



I. SUMMARY OF POSITION:

The Roving Pharmaceutical Supervisor/ Technician will ensure general functioning of the pharmaceuticals and supervising pharmacy supply chain processes including taking stock inventories and consumption reporting in accordance with ACF standards, protocols and procedures, in order to ensure efficiency and operating availability.

PURPOSE:

- Provide direct supervision of pharmacy technicians/dispensers, ensuring safe and efficient operations.
- Uphold medication safety, regulatory compliance, and patient-centered care.
- Mentor and train staff, strengthening the pharmacy team's skills and resilience.

ENGAGEMENT

- Work closely with clinical teams, supply chain managers, and administrative leadership.
- Ensures pharmacy protocols are followed and updated in line with national and WHO international standards.
- Engages with health authorities, partners, and donors to report on pharmacy operations and compliance.
- Provides ongoing coaching, training, and performance reviews to build a motivated workforce.

DELIVERY

- To complete accurate records for audits, inspections, and reporting.
- Regularly update on inventory, staff performance, and pharmacy indicators.
- Strengthening Pharmacy services that contribute to overall facility efficiency and patient safety.



II. ESSENTIAL JOB FUNCTIONS

- Ensure proper storage, stock management, and supply processes, including adherence to hygiene and security procedures, tools, and protocols (e.g., pest and rodent control).
- Implement quality control measures and maintain accurate records to guarantee optimal storage conditions (temperature, humidity, light exposure) and availability of drugs and medical materials, in line with Action Against Hunger protocols and national regulations, in collaboration with the nutrition and logistics departments.
- Coordinate the delivery, reception, and documentation of international and local orders in close coordination with the logistics department. Update stock files regularly and inform line managers of stock status (shortfalls, overstocking, expiry dates) to maintain security stock levels and ensure efficient management.
- Supervise medical and drug material orders to ensure efficient and appropriate consumption patterns within budget constraints.
- Collaborate with program teams to adjust drug and stock quotas weekly, preventing exceptional or emergency orders.
- Oversee inventory and replacement of all supplies, including nutrition commodities.
- Monitor and analyze pharmacy orders to prevent stock ruptures and expired drugs.
- Supervise pharmaceutical team staff in collaboration with the HR department, including



recruitment, training, performance evaluation, staff shifts, and internal/external communication, to ensure adequate staffing and enhance dispensing capabilities.

- Record all items received and issued in the system, report on drug consumption and discrepancies, and track medical equipment dispensed according to protocols. Highlight unusual patterns, forecast future needs, and rationalize the budget to ensure continuous availability of supplies.
- Perform any other duties as may be assigned by the line manager.

III. SUPERVISORY RESPONSIBILITIES

- Supervise pharmacists/Dispensers to ensure tasks are completed accurately and efficiently.
- Conduct performance evaluations and provide constructive feedback.
- Recruit, train, and mentor staff, ensuring professional development and adherence to best practices
- Ensure adherence to regulatory standards (local laws, national guidelines, and international best practices).

IV. FISCAL RESPONSIBILITY

None

V. WORKING CONDITIONS, TRAVEL AND ENVIRONMENT

- The duties of the job require regular job attendance of at least five days per week. Must be available to work outside regular office hours or on the weekends as needed by contact with the missions, mission security, or other obligations
- Must be able to travel as required for standard domestic and international business travel, as well as to the missions if appropriate. Based on the country's office needs, the time spent on field trips will be a minimum of 30% of his/her working time. While visiting the field, the employee may be exposed to precarious settings under high security risks and/or fundamental living conditions and outside weather conditions.

VI. GENDER EQUALITY COMMITMENTS & ZERO TOLERANCE TO ABUSE

- Foster an environment that reinforces the values of people of all genders, equal access to information
- Provide a work environment where people of all genders must be evaluated and promoted based on their skills and performance
- Promote a safe, secure, and respectful environment for all stakeholders, particularly for children, beneficiaries, and members of staff
- Help to prevent any type of abuse, including workplace harassment, sexual abuse, and exploitation
- Respect beneficiaries, women, men, children (boys and girls), regardless of gender, sexual orientation, disability, religion, race, color, ancestry, national origin, age, or marital status
- Value and respect in all cultures

VII. REQUIRED QUALIFICATIONS

- South Sudanese national with a diploma or degree in Pharmacy from a recognized institution.



- Proficiency in reading and writing English, with strong verbal communication skills in Arabic.
- At least three (3) years of professional experience as a Pharmaceutical Supervisor or Technician.
- Previous experience working with a humanitarian organization in a similar capacity.

VIII. REQUIRED ESSENTIAL SKILLS AND EXPERIENCE

- Strong organizational skills with the ability to prioritize multiple tasks and maintain attention to detail.
- Excellent interpersonal skills, with proven ability to build relationships with stakeholders and community members.
- Proactive problem-solving approach and sound decision-making capability.
- Highly resourceful team player, able to work effectively both independently and collaboratively.
- Demonstrate ability to handle confidential patient information with discretion.
- Adaptability to competing demands and commitment to high standards of client service.
- Proven track record of achieving performance goals and meeting deadlines in fast-paced environments.
- Strong stress management and time management skills.
- Commitment to strict confidentiality and ethical standards in handling patient information.
- Creativity and ability to work independently with limited supervision.
- Ability to work harmoniously within a team, supporting patients while maintaining confidentiality.
- Demonstrated ability to establish, maintain, and manage relationships with senior management as well as other internal and external stakeholders
- Excellent organizational and time management skills, including an ability to plan multiple priorities, and strong attention to detail
- Ability to remain calm under pressure and adapt to changing circumstances, and a flexible approach/ willingness to take on additional tasks

IX. Commitment to Anti-Discrimination and PSEA

We provide equal employment opportunities (EEO) to all employees & qualified applicants for employment without regard to race, color, religion, gender, ancestry, national origin, age, handicap, disability, marital status, or status as a veteran. The incumbent is required to carry out the duties in accordance with the Action Against Hunger Safeguarding policies (PSEA, Child safeguarding and Code of Conduct). Action Against Hunger-USA complies with all applicable laws governing nondiscrimination in employment.

To apply, please! Send your Cover letter and CV as one document, your ID card, and only one highest academic document as a second attachment, do not zip your application. and three professional references to recruitment@ssd-actionagainsthunger.org. Specifying Roving Pharmaceutical Supervisor/ Technician as the title of your email before 5:00 pm May 12, 2026, or Hand delivered to Action Hunger Officer Juba located

in Afex (we strongly recommend online Application). We do appreciate your interest



in working with us; However, only shortlisted Candidates will be invited for an interview.

We will only receive, accept, and consider all applications submitted through the referred channels above, any applications submitted other than channels stated here will not be accepted & and considered.

Due to the urgency of this position we will review and shortlist received applications.

"This Position is Open to South Sudanese Nationals Only"

"Qualified Female Candidates are encouraged to apply"

