



## JOB ADVERT

<b>Position:</b> Hospital Coordinator	<b>Duty Station:</b> Kuajok Hospital
<b>Reports to:</b> Lot Coordinator	<b>Duration:</b> 2 (Two) Months starting 20 June 2022
	<b>Number of Positions:</b> 1 (one)

### About us:

HealthNet TPO, with global headquarters in Netherlands, is a knowledge-driven, non-profit international organization that works in areas disrupted by war, disasters and poverty. Working together with local populations, it prioritizes rehabilitation and sustainable health care development. We aim to contribute to improve the overall health situation and support the development of systems for the provision of health care. HealthNet TPO contributes to community mobilization as a conditional necessity in populations recovering from long-time warfare. In doing so, we aspire to include and build the capacity of local organizations, communities and authorities. HealthNet TPO strives for developing evidence-based interventions to strengthen the health of populations in distress.

With funding from HPF, HealthNet TPO in Consortium with Impact Health Organisation (IHO) will support CHDs of Gogrial East, Gogrial West and Twic Counties in delivering essential health care services across supported health facilities and in the communities of the three Counties

### The purpose of the Job:

The Purpose of this job is to support HealthNet TPO's Programme activities under the HPF3 in Kuajok Hospital in Warrap state.

### Main Responsibilities:

- Provide leadership in the implementation of secondary health care services in Kuajok Hospital as guided by the project objectives, and workplan. And guided by South Sudan health policy and other international standards.
- Participate in any health program activities/management in the county.
- Ensure timely procurement of Buffer stock and prevent stockout of essential drugs at the hospital.
- Improve maternal health and child health indicators.
- Formalize blood bank and run quarterly blood donation campaigns.
- Ensure 100% water and power supply to the hospital.
- Infection control by ensuring that there is proper disinfection and sterilisation of equipment, good waste management and handling procedures, clean water supply and use, well cleaned and maintained sanitation facilities, handwashing facilities with clean water and soap.
- Revitalize and ensure that the hospital management board meetings are coordinated and that they happen regularly.
- Train and mentor key hospital staff on areas including coordination, management, and leadership skills.
- Coordinate and report any urgent repairs requiring attention.
- Ensure that the data generated in the hospital is reliable and is a true reflection of morbidities and mortalities within the hospital. And high-quality data which are quality are provided.
- Coordinate mortality audits within the hospital and where there is an outbreak links the other actors to update them on the progress of those admitted in the hospital.
- The incumbent will ensure integration of services within the hospital to ensure that all key departments communicate effectively and regularly, hence improving interdepartmental referrals.
- In liaison with medical director conduct weekly and monthly meetings with hospital team.

- Support the medical director in preparing payrolls for the hospital staffs on monthly basis.
- Ensure there is regularly held quality improvement meetings and that the suggested improvements are followed and actioned.
- In collaboration with the hospital administrator ensure that all the hospital staffs personnel files are well updated, and staffs are appraised on annual basis using the MOH performance appraisal forms.
- Ensure 100% Growth Monitoring is done at the hospital.
- Clear all unnecessary equipment in the hospital.
- Establish proper waste Disposal mechanism in Kuajok Hospital and ensure proper management of incinerators and refuse pits.
- Proactive management of Hospital assets including generators, Solar, Fridge, Ambulances etc.
- Establish a call centre and proper referral pathways for ambulance.
- Manage proactive and responsive relationship with County Authorities in close collaboration with the project manager, County Coordinator.
- Directly Oversee, project implementation, ensuring that all strategic objectives are met through proper design, staffing implementation and quality assurance at County level.
- Perform any other responsibility as assigned by the line Manager

#### **PERSON SPECIFICATIONS**

- Bachelor of medicine, Nursing/Midwifery, Public health, or related field
- Master's in public health is an added advantage.
- 5 years professional experience
- good understanding and experience of working with County health officials, state ministry officials, Donors in health system management in South Sudan.
- Experience in Pharmaceuticals management
- Experienced project manager
- A self-starter and ready to work long hours to achieve the objectives of the project.
- Fluent in English (writing, speaking, and reading)
- Computer literate and able to generate reports on DHIS1.
- Proven track record of capacity building national/State or County government levels.
- Experience in program management in the health sector.



#### **You have/ are:**

- Flexible and organized to work in a culturally diverse environment, previous experience of working in the Warrap state is an added advantage
- Team player, able to listen and motivate, excellent planning, supervisory and advisory skills
- Proven training and health education skills, proven ability to teach/pass knowledge to staff
- Excellent organizational development skills with attention to detail
- Able to work in a culturally diverse environment and under minimal supervision
- Able to work under pressure, occasional flexibility in terms of working off hours
- Ability to work with teams remotely and with high sensitivity to cultural and social diversity

**We offer:** An opportunity to use your expertise and contribute to our mission to improve the health and well-being of people living in fragile states. A culturally diverse working environment, A full-time position (40 hours per week)





HealthNet<sup>TPO</sup>

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### How to apply:

Interested **QUALIFIED SOUTH SUDANESE NATIONALS** should send applications, which includes at this stage **only** a cover letter and a detailed CV in English as a single document with contact details of 3 referees to: [info@ss.hntpo.org](mailto:info@ss.hntpo.org) copying [alagfigs@gmail.com](mailto:alagfigs@gmail.com) by **10<sup>th</sup> June 2022**. Hard copy applications may be dropped off in our Juba office at SADECO center, Airport Road or HealthNet TPO's field office in Kwajok.

### NOTE:

- When applying, include the following title in the email subject line and /or on the cover of the sealed application envelope.: **Application for Hospital Coordinator- Kuajok Hospital.**
- Please note that an application already submitted will not be returned to the applicant.
- **The recruitment process of this positions may close before the deadline as applications will be reviewed on rolling basis and**

HealthNet TPO provides equal opportunities for employment and does not ask for money during and after the recruitment process. Qualified women are strongly encouraged to apply.

