



Vacancy Announcement

Samaritan's Purse is a non-denominational evangelical Christian organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God's love through His Son, Jesus Christ. Samaritan's Purse International Relief is seeking to hire qualified persons to fill the following position.

Vacancy: Relocatable Pharmacist (1 Position)

Reports to: Hospital Administrator

Duty Station: Maban County Hospital

Start Date: ASAP

Deadline of Application: 25th September 2019



Summary of the position

Overall management of Pharmacy staff and Pharmaceutical products for Maban County Hospital.

Major duties and Responsibilities:

- Proper selection, forecasting and quantification of Medicines and Medical Supplies based on needs assessment, actual consumption and utilization trends to ensure consistent supply of quality medicines and supplies; avoid shortages and wastages.
- Liaise with key partners such as MoH, UNHCR, UNICEF and WHO to ensure timely request or procurement and delivery of medicines and medical supplies and other health commodities.
- Together with the logistics department, develop a quarterly and yearly procurement schedule for medicines and medical supplies and other health commodities and ensure that all approved and prepared orders are transported to the Maban County Hospital with adequate documentation maintained such as waybills, packing list and delivery notes
- Ensure good storage conditions in accordance with good storage practices for pharmaceuticals (tidy store, good ventilation, use of shelves, temperature controls, inventory management documentation and relevant tools etc.)
- Develop and support implementation of a proper inventory management system at the Hospital main drug store, pharmacy and departments special storage cupboards to track the use of drugs and ensure that stock cards are kept up to date
- Ensure minimized expiry of drugs in the hospital main store and periphery stores and hospital department's storage by ensuring adherence to FEFO/FIFO principles of stocks management.
- Liaise proactively with MoH, UNHCR, WHO, UNICEF, WFP and other relevant partners to finalize biannual medicines and medical supplies and other health commodities forecasting and quantification, and ensure no stock outs at Maban County Hospital.

- Conduct training of both in-patient and outpatient pharmacy assistants and supervises, monitor punctuality, work ethics and adherence to specified pharmacy guidelines. Participate in performance review of pharmacy assistants.
- Ensures complete documentation of all medicines and supplies received and dispatched within the hospital. Maintains accurate and updated records of medicines and supplies in the main store, in-patient and outpatient pharmacy.
- Generates weekly consumption records, monthly and quarterly consumption report.
- Receives new medicines and supplies, document, label and neatly arrange them in the main store.
- Restocks the in-patient pharmacy from time to time and take note of medicines and supplies running low for timely re-ordering.
- Ensures stock cards are regularly updated and track expiry dates of all medicines and supplies, applying the principal of 'first expiry, first out'
- Notifies the doctors and other clinicians of medicines available in both main store and In-patient pharmacy.
- Ensures all medicines and supplies are protected from loss or damage and promptly report in such cases.
- Ensure main store In-patient pharmacy are always cleaned, neatly organized.
- Facilitates restocking of ward emergency medicines and medical supplies
- Ensures the Inventory Tracker is up to date and produces weekly, monthly and quarterly reports and submitted to Hospital Administrator
- Participates in the planning process of procurement for medicines and medical supplies.
- Provides on-job training to the pharmacy staff and participates.
- Participates in the devotions.
- With a generous and serving sprit perform all other tasks & responsibilities assigned for the benefit of SP.

SPIRITUAL NURTURE

- Attend daily morning devotions and participate in prayer support for the Ministry, its donors and volunteers.
- Maintain a strong Christian witness to colleagues, vendors, charitable beneficiaries, and the general public.
- Assess, manage, and report critical physical, emotional, or spiritual concerns of supervised staff.

KNOWLEDGE AND SKILLS

- Degree in Pharmacy
- Diploma in Pharmacy with minimum five years of experience working as a Pharmacy Assistant in a busy hospital is accepted in lieu of Degree
- Computer skills.
- Fluency in English and Arabic required.
- Ability to work in a hostile environment with only basic necessities.
- Ability to work effectively in a team environment.
- Ability to work under little or no supervision.

How to apply: Any interested applicants are required to submit an application letter, copies of academic certificates, updated CVs, copy of national ID cards for clear nationality identification to Samaritan's Purse Juba Office and RecruitSouthSudan@samaritan.org not later than **25th September 2019**. **This position is strictly for South Sudanese Nationals only**

We do appreciate your interest in working with us. However, only short listed candidates will be contacted.

NB: Female candidates are strongly encouraged to apply.

Local Applicants can submit their applications to Samaritan's Purse Maban Office.