

Job Vacancy Announcement (Internally and Externally)

NURSING TEAM SUPERVISOR

We are an international, independent, medical humanitarian organization that delivers emergency aid to people affected by armed conflict, epidemics, natural disasters, and exclusion from healthcare. We offer assistance to people based on need, irrespective of race, religion, gender, or political affiliation.

Job Family	Medical
Place of Work	Bukamal, Deir Ezzor, Syria
Level	8
Contract of Employment	Service agreement for 3 months, Renewable <i>« We are still under the emergency phase of the project, and as such our longer term presence in Deir Ezzor is not yet clear. The project may shift focus to other areas as per the needs and activities. »</i>
<u>Main Purpose:</u> Plan, organize, and evaluate the activities concerning nursing and the team associated, according to MSF values, policies and protocols and universal health standards, in order to warrant the quality and continuity of the health care and the development of the plan of action.	
<u>Accountabilities:</u> <ul style="list-style-type: none"> • Carry out the functions and tasks associated to nursing i.e. perform as a nurse or anesthetist, whenever required or needed, in order to optimize the resources, contributing with his/her knowledge and experience. • Implement all the protocols and hygiene procedures, in order to warrant the quality of the care and service in his/her speciality. • Carry out and/or supervise the (decentralized) pharmacy and medical equipment management (drugs orders, follow-up of the stock, storage conditions, inventories, follow-up of expired drugs and their destruction, drugs consumption, etc.)in his or her department, in order to satisfy the needs of material with efficiency and effectiveness. • Ensuring that all staff using medical devices are qualified and trained. Ensuring that cleaning and minor maintenance tasks are performed according to the protocols. Reporting any malfunction to the project biomedical service. • Carry-out and/or coordinate administrative (exit-paper, transfer-paper, etc.), information and data collection (patient files, forms, statistics, etc.) tasks, and elaborate regular reporting, in order to have updated and reliable information about the day-to-day activity in the project, output/ outcome and support decision-taking. • Give feedback/ reports to medical focal point. 	
<u>MSF Section/Context Specific Accountabilities:</u> <ul style="list-style-type: none"> • Work in Bukamal with regular travels to Deir Ezzor • Ensure close collaboration and good working relationship between MSF and the Health Authority staff at the hospital / health center that MSF is supporting. • Work alongside the Head Nurse for the department (Health Authority / Government staff) to ensure the procedures and protocols agreed between MSF and the department are adhered to. • Work in collaboration with head nurse of department (Health Authority staff). • Ensure agreed nursing protocols and procedures are followed. 	

***We are an equal opportunity employer, we do not charge a fee for any applications received.
Only short-listed candidates will be contacted.***

- Ensure adequate documentation, including medication charts and observation charts.
- Work with other MSF staff to provide training on nursing care.
- Work with other MSF staff to implement new systems, for example triage or sterilization circuits.
- Assist with collecting medical data and reporting.
- Assist with administrative tasks (rota planning, attendance monitoring)
- Proper tracking of consumption and supplies, including support to pharmacy.
- Ensure proper infection prevention and control / hygiene in your designated ward or area.
- Report to MSF team any problems in the department.
- Report to MSF team any issues or concerns raised by hospital or PHCC staff.
- Work under remote supervision

Requirements

Education	<ul style="list-style-type: none"> • Speciality (nurse or anesthetist) diploma essential.
Experience	<ul style="list-style-type: none"> • Essential 2 years of previous experience. Must have experience in nursing care in both Emergency Room and Delivery Room. Experience with Neonates is desirable. Having worked in MSF or other NGO's and in developing countries is desirable.
Language	<ul style="list-style-type: none"> • Mission and local language essential.
Location	<ul style="list-style-type: none"> • candidates from Bukamal will be prioritised
Knowledge	<ul style="list-style-type: none"> • Essential computer literacy (word, excel and internet). Essential Nursing Diploma or Bachelor.
Competencies	<ul style="list-style-type: none"> • Results • Teamwork • Flexibility • Commitment • Stress management

How to apply:

“Important to scan the QR code or click the link below and fill the form for your application to be considered.”



<https://forms.office.com/e/rzbDyddVii>

Only shortlisted candidates will be contacted through their email address.

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Deadline of Application: **11 April 2025 (Friday)**.

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