

# Job Vacancy Announcement (Internally and Externally)

## RADIO OPERATOR

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.

<b>Job Family</b>	Logistics
<b>Place of Work</b>	Deir Ezzor, Syria
<b>Level</b>	3
<b>Contract of Employment</b>	Daily Worker 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>

**Main Purpose:**

Operating the VHF and HF radios, in accordance with the **MSF** security protocols and rules, in order to ensure quality and confidential radio communications for the operational needs of the mission/projects.

**Accountabilities:**

- Operating the HF and VHF radios, avoiding using any sensitive or security related information and following the **MSF** security rules. Ensures radio frequencies' (HF and VHF) quality and transmission capacity. Installs and programs frequencies in all type of radios when necessary
- Ensuring that messages are well copied/passed to all people concerned and records the messages on the radio log book. Responding to radio contacts from other approved organizations and forwarding it on the information via this channel.
- Making radio contacts with reference bases (capital and/or field) according to communication rules / schedules and forwards all information concerning the security of the teams to the Project/Capital Coordinator.
- Monitoring and registering any movement, of people, vehicles, helicopters, airplanes and cargo, (departure, arrival, number of passengers, route taken, standard contact points) and informs line manager of any delays.
- Supervising and monitoring the VHF radio allocation book (handsets) and registering the loan of handsets to all staff, following it up on a regular basis.
- Installing, operating and performing preventive maintenance checks on assigned equipment, checking that the equipment is working properly and immediately informing the line manager of any damage/loss/theft. Maintaining the equipment, communications room and premises in clean and tidy conditions. Maintaining and supervising HF VHF batteries status in good maintenance conditions.
- Providing basic radio training when necessary to **MSF** staff

**MSF Section/Context Specific Accountabilities:**

- Following MSF lost contact procedures – report to movement focal person in case of a lost contact
- In close collaboration with the LTL and PC, brief incoming staff on movement protocols
- Ensuring that all communication means are in well functioning condition and batteries always charged.
- Ensuring that movement sheets are handed out to the Movement Security Responsible and movement letters given to the drivers.
- Ability to manage various tasks/movements is a key competency of this role.

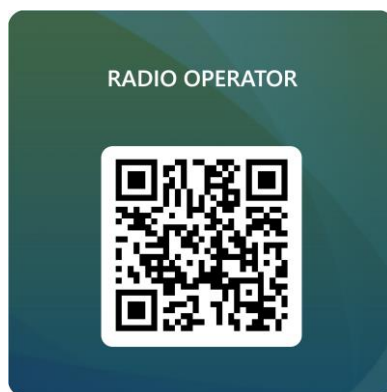
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Only short-listed candidates will be contacted.***

- Provide training and briefing to new staff and visitors on project movements SoP and the use of available communication equipment. Forward all rumors concerning security and safety to the line manager/focal point.
- Check to ensure Communication equipment are working properly and immediately inform the line manager of any damage/loss/theft of communication equipment.
- Maintain in clean and tidy condition all equipment at all times, work space, white board, etc.

<b>Requirements</b>	
<b>Education</b>	<ul style="list-style-type: none"> <li>• Literacy essential.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Previous experience desirable</li> </ul>
<b>Language</b>	<ul style="list-style-type: none"> <li>• Local language essential. Mission language essential</li> </ul>
<b>Location</b>	<ul style="list-style-type: none"> <li>• candidates residing in Deir er Zor will be Prioritized</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Essential ability to do basic repairs</li> </ul>
<b>Competencies</b>	<ul style="list-style-type: none"> <li>• Commitment to MSF Principles L1</li> <li>• Behavioural Flexibility L1</li> <li>• Stress Management L1</li> <li>• Results and Quality Orientation L1</li> <li>• Teamwork and Cooperation L1</li> <li>• Service Orientation L1- Results</li> </ul>

**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/QdCbh05FbH>

**Only shortlisted candidates will be contacted through their email address.**

Deadline of Application: **5 April 2025 (Saturday)**.

Published on **29 March 2025**.

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