Vacancy Announcement

Job Description:

Company: International Medical Corps.

Job Title: Nurse.

Contract type: Special Service Agreement.

Duty Station: Syria-Tartous

Number of Vacancies: 3

Application Closing Date: December 2,2026, 4:00PM.

JOB SUMMARY:

To provide comprehensive internal medicine care to adult patients in a high-acuity, resource-constrained humanitarian setting, including management of acute and chronic conditions, stabilization of critically ill patients, and support to multidisciplinary clinical teams. To perform this job successfully, an individual must be able to perform each essential function with or without reasonable accommodation.

Key Tasks / Deliverables:

- To provide clinical nursing services according to internationally recognized standards.
- Assist clinicians, midwives, laboratory, immunization services and pharmacy in the performance of general duties designated by the supervisor.
- Manage triage, take vital signs, and organize patients for consultation.
- Vaccinate children and pregnant women.
- Make dressings, sutures for deep wounds, etc.
- Conduct patient nursing care in accordance with the physician's guidelines or instructions if he/she works in an inpatient department and perform duties in accordance with protocols.
- Ensure compliance with Ministry of Health and WHO guidelines on the rational use of medicines.
- In collaboration with the supervisor, provide treatment in accordance with Ministry of Health/WHO treatment guidelines and protocols.
- Ensure patients are enrolled and registered accurately for reporting and case management.
- Ensure proper data management by completing appropriate patient cards, logs, scorecards and reports.
- Support the conduct of laboratory and other tests that are available and accessible to patients.
- Provide health education and hygiene promotion to patients based on their diagnoses and comorbidities, including diet, activity, hygiene, and disease prevention (e.g., need to be vaccinated, suggest lifestyle changes, etc.).
- Attend the physical examination of sexual and reproductive health patients, especially for a male health care provider, whenever requested.
- Ensure that affected patients, including children under 5 years of age, are screened for malnutrition or provide malnutrition services, provided they are qualified and have been assigned responsibilities by the supervisor.
- Work with the supervisor to provide didactic and on-the-job training to build capacity and improve the skills of other staff such as CHWs and Licensed Practical Nurses.
- Collaborate with other departments, as required, to ensure smooth implementation and integration of services.
- Adhere to administrative guidelines regarding work schedules, record keeping, patient communication, confidentiality, restocking of essential medications, consumables, and other medical supplies.

- Perform additional duties as assigned, including triage, IPC, focal point for child protection, data distribution and/or management, as required.
- Assist with the installation, maintenance and mobilization of clinical spaces, as required.
- The duties and responsibilities listed are representative of the nature and volume of work assigned and are not necessarily exhaustive. The urgency of IMC's work requires staff to adapt to a rapidly changing landscape; Tasks can be reconfigured to meet operational requirements.

Adherence to the policy

- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within the International Medical Corps and among the beneficiaries of its services.
- Adhere to the Code of Conduct, uphold humanitarian principles and respect international humanitarian law, at all times.

Perform other duties as assigned. The duties and responsibilities listed in this document are representative of the nature and volume of the work assigned and are not necessarily exhaustive

Required Qualification, Skills, and Experience:

- Qualified and registered nurse from a government-recognized nursing institute, with a valid licensure or similar qualification required in the country for the position.
- Previous experience in the same position will be an asset.
- Previous experience in an NGO is preferred.
- Good communication skills, both oral and written.
- Extremely flexible and able to deal with situations of stress and frustration.
- Ability to communicate with and motivate staff effectively.
- Good decision-making skills.
- Must work independently under difficult conditions.
- Able to take on non-medical responsibilities, from time to time, to replace other team members.
- Good reading and writing skills in English.
- Fluency in national and local languages orally.

o **Ethical Conduct at International Medical Corps:**

As part of a global, humanitarian team dedicated to saving lives, easing suffering, and building self-reliance, International Medical Corps staff are responsible for adhering to our *Code of Conduct and Ethics* and for knowing and abiding by International Medical Corps policies and standards. All staff play a vital role in preventing violations of our *Code of Conduct and Ethics*, including conflicts of interest, fraud, corruption, and any kind of exploitation or abuse. International Medical Corps is also committed to providing a safe and healthy work environment free of harassment, bullying, and other misconduct, enabling staff to build and maintain professional, respectful working relationships.

International Medical Corps prioritizes safeguarding the populations with whom we work from exploitation, neglect, or abuse of children and adults at risk, and/or any form of trafficking in persons. International Medical Corps is committed to engaging members of crisis-affected communities to participate in meaningful ways in a crisis response, including making informed decisions about the assistance they receive, mitigating potential risks, and holding us accountable for the commitments we make. All staff are expected to support International Medical Corps' culture of accountability toward our stakeholders, particularly the crisis-affected communities and individuals we serve.

As part of International Medical Corps' commitment to a speak-up culture and as one of the primary ways we collectively hold ourselves accountable for complying with the ethical principles and standards of conduct outlined in the *Code of Conduct and Ethics,* all staff are required to report suspected or actual misconduct or violations of organizational policies. Our *Code of Conduct and Ethics* and *Whistleblower Policy* prohibit any form of retaliation against whistleblowers or individuals who report a concern in good faith. Staff who violate these protections may be subject to disciplinary action, up to and including termination of employment or contractual relationship with International Medical Corps.

- **About us:**

  Humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs.
  International Medical Corps is proud to provide equal employment opportunities to all employees and qualified applicants without regard to race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or status.

International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction.
If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website for reporting misconduct : www.InternationalMedicalCorps.ethicspoint.com
Please do not submit your CV or application to this website; it will not be considered for review.
WOMEN ARE STRONGLY ENCOURAGED TO APPLY.

This position is urgently required, and recruitment will be conducted on a rolling basis. Interested candidates are encouraged to apply as soon as possible, as the vacancy may be filled before the closing date

To apply for this vacancy please click on the following link and fill in the required information:

Tartous:

https://enketo.ona.io/x/FCl6ExrI