

## Qatar Red Crescent Society (QRCs)

### Job Vacancy

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QRCS is currently implementing Multi Sectoral Emergencies Intervention Program in South-Central and North Regions in Somalia.

QRCS is looking for a qualified candidate to the position of:

### Medical Doctor (Garowe Punt-land)

*The Medical Doctor will be responsible to ensure proper medical intervention, supervision and the clinical management of patient care in the Hospital/Clinic/ Center.*

#### Tasks and responsibilities of the position:

1. He / She is able to diagnose and treat the majority of the most common diseases; the chronic or communicable diseases, maternity, pediatric.
2. Knowledge and experience in emergency humanitarian settings
3. He/ She manage Emergencies in short stay.
4. The MD position will be responsible for the overall Program related to medicine
5. Is aware of activities of other departments and respect specific rules and procedures

Respect medical ethics at all times and check on several ill patient

Prescribe treatment according to guidelines and protocols

Refers patients if necessary and discharge of patients, prescription of medications and other routine procedures

Identify training needs and perform trainings for nurses when necessary

To have regular meetings with local staff .

6. Weekly and monthly report.
7. Any other responsibilities and activities assigned to by the medical coordinator from QRCS

#### Requirements:

- Degree in Medicine
- Minimum 3 year experience in a health facility or in any other organization with Medical background.
- Can treat and manage all the disease while Medical report weekly ,monthly
- 
- Somali and English written and spoken.



- Diplomacy and confidentiality
- Respect medical ethics
- Accountability
- Communication and organizational skills
- Flexibility
- Dynamic
- Ability to listen
- Ability to work in a multicultural environment.

**Method of application:**

Interested candidates should send their applications, including CVs, by email only to **ilhansiyad@gmail.com** no later than **19<sup>th</sup> October 2017**

Only short-listed candidates will be contacted.

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QRCS is looking for a qualified candidate to the position of:

#### Midwife, 2 Positions (Garowe Punt-land)

Ensure quality Antenatal, postnatal care, and skilled delivery care to women in accordance to Basic Emergency obstetric and newborn care guidelines BEmONC.

#### Tasks and responsibilities of the position:

##### 1. ANC

- Carry out the interview, observation and examination of the pregnant women correctly and document on patients card and in the ANC register, report any abnormality to the Doctor in duty.
- Do systematic examination of the pregnant woman following protocol
- Identify, counsel and report any high risk pregnancy to the Doctor.
- Ensure that the woman is vaccinated and taking folic acid or iron and give information to the patient about their treatment.
- Keep accurate record of ANC consultations, do weekly statistics and submit to the data manager on weekly basis.
- Give general and specific health information to all the ANC women
- Perform and interpret correctly routine test and send it to the lab and Ensure you get the result back.
- Take responsibility of all equipment and items under her custody
- Do inventory of drugs and other items and make orders according to the needs
- Participate in trainings and clinical meetings to improve knowledge and skills.

##### 2. DELIVERY ROOM

- Responsible by IPD/delivery midwife and ANC midwife is there to support in day time, depending on the workload of each midwife.
- Ensure all the equipment is ready to use and medical supply and drugs are available.
- Admit the woman in clean environment
- Take history of past medical, surgical, obstetrical and gynecological history, then present obstetric history
- Do examination and early report to Doctor on duty if any complication.
- Monitor the mother for progress of labor and document all findings in the Partograph. R
- Provide the mother in labour comprehensive support.



- Ensure proper management of delivery.
- Limit the use of medications and technology in the labor room to create conditions of a natural childbirth experience.
- Perform immediate newborn care and basic resuscitation if needed.
- Report to doctor in duty if newborn is unwell after immediate care then refer.
- Ensure that the rotten care (mother & newborn) is delivered according to the protocols.
- In case of any complication inform the doctor in duty immediately.
- Ensure mother is clean and comfortable after labour and transfer to the observation bed Assists the mother for the first breastfeeding
- Check woman's general state, vital signs, examine uterine involution, bleeding and ensure she has passed urine.
- Give health education on hygiene, good nutrition and fluids, rest, breastfeeding, postnatal follow-up, vaccination and Family Planning.
- Discharge when stable after 2 hours of observation on Ferrous Sulfate/Folic acid and Paracetamol.
- Observe hygiene and aseptic technique in all procedures

### 3. POSTNATAL CLINIC

- Assesses the mother and child according to the postnatal protocol found in the clinic room, taking a thorough history and examining for any signs of infection , assessing the baby's feeding.
- Gives appropriate treatment according to the protocol, including iron tablets.
- Consult the doctor if you are uncertain regarding their management, or if the patient shows signs of a serious illness.
- Interview the mother on how she and her baby are doing
- Check on general state of the woman
- Take vital signs and reports any abnormality
- Check for anemia and edema
- Counsels the mother about Family planning
- Advices the mother on care of he baby ,Breastfeeding , vaccination and keeping baby warm and come to health facility if either of them is unwell

#### Baby

- Checks on general state
- Inquires about breastfeeding and sleeping habits
- Checks skin for rashes
- Checks umbilical stump for healing and any abnormality
- Advices mother on compliance with vaccination program

#### Requirements:

- Midwifery Degree/ Diploma
- Minimum 1 year experience in a health facility or in any other organization with Medical background.
- Somali and English written and spoken.
- Diplomacy and confidentiality
- Respect medical ethics
- Accountability
- Communication and organizational skills



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### Nurse, 2 Positions (Garowe Punt-land)

#### Job Summary

S/he should provide nursing care, treatment and follow-up of patients, according to doctors' prescriptions, protocols applied in service and universal hygiene standards/precautions, in order to ensure the quality and continuity of care for the targeted population.

Tasks and responsibilities of the position:

- Assist in the hygiene and minor maintenance of the Health facilities and be part of the implementation of the waste management protocols
- Participate in meetings, trainings as needed and required

Ensure quality of infection prevention and control measures e.g. sterilization of used instruments  
Assist patient if needed with feeding, his personal hygiene, his movements and his comfort.

- Ensure that quality and continuity of care at all times
- Carry out surveillance of the patient, assessment of his health status , identification of emergency situation and provide information to the doctor

In case of emergency, carry out first aid care and treatment according to prior written protocol done by the doctor.

- Carry out when necessary a therapeutic education of the patient (and family) using a patient based approach

Ensure a relevant transfer of information to the next duty team (handover).

Report immediately to the technical referent any problem arising in the service, especially the loss/ robbery/damage of medical equipment or medicines

- Respect medical ethics at all times
- Assess the condition of the patient, and record you findings in the patient file
- Record in the register book(s) the required information
- Provide nursing care according to the prescription
- Control vital signs such as Blood Pressure, Temperature, Pulse and Respiratory rate. Analyze the results and respond accordingly
- Assess, follow up and evaluate the condition of all admitted patients, and inform the Supervisor/Consultant or Medical Doctor if any problem or deterioration in the patient's condition
- Assist the medical doctor/consultant during the in-patient rounds
- Assist the medical doctor/CO when interviewing and examining patients if needed.
- Ensure that the in-patients receive food.
- Give general health education to patient/caretakers if needed



- Inform the patients/caretakers about the treatment and medication given, and ensure that the message is understood.
- Ensure that the patient gets the medication prescribed
- Follow up patients that are not present during the ward or medication rounds.
- Collect drugs in the pharmacy, if necessary.
- Prepare the trolley for the medical round
- Distribute the medications prescribed and confirm the following; right patient, right time, right dosage, right drug; right administration route and check the expiry date of the drug.
- Participate in planning and organizing the work.
- Apply dressing according to the prescription and to protocol.
- In close collaboration with the other nurses ensure that the ward is never left unattended.
- Written and oral handover report to colleagues about patient's condition and prescribed treatment been given and, if possible, how the disease can be prevented in the future.
- Document the patient as discharged from the register book and remove the patient card and file it

#### Requirements:

- Nurse Degree/ Diploma
- Minimum 1 year experience in an health facility or in any other organization with Medical background.
- Somali and English written and spoken.
- Diplomacy and confidentiality
- Respect medical ethics
- Accountability
- Communication and organizational skills
- Flexibility
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QRCS is looking for a qualified candidate to the position of:

### Lab Technician (Garowe Punt-land)

Ensure all investigation all specimen collect, diagnosis and follow-up of patients in accordance with doctors'/ consultant's prescriptions, guidelines, protocols, respect of universal hygiene standards and context.

#### Tasks and responsibilities of the position:

1. Specimen collection, handle and do tests.
2. To keep laboratory supplies ready by inventorying stock, placing orders, verifying receipts.
3. To keep equipment operating by following operating instructions; troubleshooting breakdowns, maintain supplies, perform preventive maintenance, and calling for repair.
4. Prepare samples for analysis, use equipment to locate microorganism, monitor tests and procedures, analyze the chemical content of fluids, and march blood for transfusions.
5. Perform tests to determine the function of the patient immune system.
6. Will supervise others and develop procedures that will help the analysis of test results.
7. Maintain and keep safety precautions in laboratory facility.
8. Undertake decision concerning sample collection and handling.
9. Daily instrument maintenance and quality control.
10. Keeping records and results and report data.
11. To carry-out any other duties and/or responsibilities assigned by his immediate supervisor.
12. To be flexible as required.

#### Requirements:

Degree in lab technology with minimum 2 years experiences in lab technologies.

Excellent communication skills

Highly organized, able to determine priorities and meet multiple deadlines





Able to work well both within a team and independently

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### Pharmacist (Garowe Punt-land)

#### Tasks and responsibilities of the position:

- Dispenses medications to patients
- Checks patients' prescriptions for accuracy and safety, ensuring no drugs are contraindicated with one another
- Ensures legal compliance in the pharmacy, reviewing labels, doses, and procedures
- Secures and inventories controlled drugs to maintain compliance with regulations
- Supervises and trains other pharmacy staff, such as pharmacy technicians and assistants
- Communicates with doctors about prescriptions
- Advises patients on the proper use of prescription medication and answers questions about the drugs
- Discusses side effects and potential adverse interactions of drugs with patients
- Manages the pharmacy's inventory and staff
- Uses pharmacy computer system to maintain records and track inventory
- Teaches other healthcare professionals about the prescription of various drugs
- Complies with state and federal drug laws as regulated by the state board of pharmacy, the drug enforcement administration, and the food and drug administration by monitoring nursing unit inspections; maintaining records for controlled substances; removing outdated and damaged drugs from the pharmacy inventory; supervising the work results of support personnel; maintaining current registration; studying existing and new legislation; anticipating legislation; advising management on needed actions.
- Perform administrative tasks by keeping stock cards and other register up to date, making sure needed products are stocked and required reports get generated and filed
- Maintains pharmacological knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies
- Contributes to team effort by accomplishing related results as needed.
- Any other duties assigned by organization.

#### Requirements:

- Bachelor's degree/Diploma of Pharmacology or A relevant qualification/ certificate.
- 3 - 5 years relevant experience in Pharmacology.



- Analyzing Information, Administering Medication, Judgment, Verbal Communication, FDA Health Regulations, and Pharmacology, Managing Processes, Legal Compliance, Productivity, Quality Focus, and Attention to Detail.
- Communication Skills.
- Excellent Spoken and Written of English and Arabic.
- Knowledge of Using Computer (Word and Excel).

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#### Auxiliary Nurse 2 Position (Garowe Punt-land)

##### Tasks and responsibilities of the position:

- Implementing 'care' as instructed by the Registered nurses in order to meet the individual's needs.
- Working under supervision of a Registered Nurse in assisting with care needs as required.
- Assist registered nurse and admin staff in maintaining adequate stock.
- Carry out basic assessments of patient's e.g. base line observations, urinalysis, blood glucose monitoring height and weight as directed by the registered nurse.
- To maintain effective channels of communication, liaising as appropriate with all members of the multi disciplinary team within and external Center under the direction of the Registered nurse.
- To be aware of and maintain confidentiality in both written and spoken information.
- Giving and receiving information both written and verbal.
- Working within agreed policies and procedures of
- Maintenance of patients' dignity at all times
- Respect for patient rights regarding choice of lifestyle, i.e. political, social, religious, sexual and cultural.
- Working as part of a team maintaining good working
- relationships with staff and volunteers

##### Requirements:

- Secondary or Diploma Certificate /training
- Minimum 1 year experience in a health facility or in any other organization with Medical background.
- Diplomacy and confidentiality
- Respect medical ethics
- Accountability
- Communication and organizational skills
- Flexibility
- Ability to listen

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