

SMART SURVEY - LOGISTICS ASSISTANT

Background

Malaria Consortium (MC) is a British registered charity (www.malariaconsortium.org) specialising in communicable disease control programmes. In the Republic of South Sudan MC provides support to the Ministry of Health (MoH). This includes high level technical support for the development of policies, guidelines, and strategies. It also includes capacity building work to strengthen the quality of care provided by health facilities. In the past year we have also begun implementation of community-based programmes focusing on controlling key childhood illnesses. Our current programmes are focused on treatment of diarrhoea, malaria, pneumonia and severe acute malnutrition.

Malaria Consortium is currently recruiting survey teams to carry out a SMART nutritional and mortality survey in Aweil Centre. This position is based in Northern Bahr el Ghazal and will report to the SMART Survey Nutrition Project Officer.

Duties

The Logistics Assistant plays a key role in supporting the day-to-day logistics of the SMART nutrition survey. The successful candidate will be responsible for the following duties:

- Assist with the set up and day-to-day running of the SMART survey;
- Assist with the procurement of training and survey materials as required;
- Ensure all survey equipment is in good working order and accounted for;
- Track all vehicle movements and maintain a fuel log;
- Maintain communication (via HF radio / Thuraya) with all survey teams;
- Ensure all field security procedures are followed during the survey;
- Assist the survey teams with logistical challenges as they arise in the field;

Experience, skills and qualifications

Essential

- Good administration skills
- Must be able to work independently and as part of a team. Also have the ability to use own initiative for problem solving.
- Good command of written and spoken English
- Computer skills particularly Microsoft Office
- Fluent in Dinka and / or Arabic

Preferable

- Ideally worked for a local or international organisation for at least 1 year
- Knowledge of Luo

Female applicants who meet the above requirements are strongly encouraged to apply.

Package:	Casual contract with a fixed daily rate.
Contract duration:	2-3 weeks – Survey dependent
Contact Details:	CVs can be handed into the Malaria Consortium Office, Ayuang, Aweil Town, or emailed to b.brown@malariaconsortium.org
Application Deadline:	Friday 16th September 2011

This post is subject to survey approval and, due to the urgency of these positions, screening of applications may begin before the closing deadline.

Only successful applicants will be contacted for an interview. If you do not hear from us please consider your application unsuccessful.