

PCH/SHC/Manager/Lead

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Phone :

Web :



Job Summary

Vacancy :

Deadline : Dec 21, 2024

Published : Dec 11, 2024

Employment Status : Full Time

Experience : Any

Salary : 6 Months with high probability of Extension

Gender : Any

Career Level : Any

Qualification :

[illegible]

Duties and Responsibilities:

- Provides day-to-day management of the BPHS (HER2) project.
- Ensures overall management, administration and supervision of the BPHS (HER2) project and vertical projects in the province.
- Represents the organization and the project in meetings with PPHD, NGOs, UN agencies and other stakeholders in the province.
- Regularly and actively participates in the PHCC meetings and other important coordination meetings at the provincial level.
- Regularly and actively participates in all-important meetings and workshops conducted in Kabul city.
- Effectively coordinates the project related issues with the concerned stakeholders at the provincial level.
- Ensures valuable and appropriate information is provided from the field to be used in the project's quarterly reports.
- Closely oversees performances of the operational and technical staff of the provincial office and makes sure they perform in line with requirements of the project, organization and MoPH.
- Closely oversees the procurement and recruitment processes at the provincial level.
- Ensures that effective supportive supervisions and monitoring are regularly conducted at the project sites as planned in the province and corrective actions are taken to address the identified problems.
- Ensures that quarterly technical and financial reports of the project are informative, accurate and submitted on time.
- Ensure timely submission of monthly updates of BPHS project to PPHD and MoPH's relevant departments.
- Develops the performance improvement plan (PIP) with the support of PPHD. Also ensure availability of Quality of Care (QoC) improvement plan at the project and HF level
- To ensure QOC is applied and improved significantly in all HFs.
- Ensures effective implementation of PIP at the provincial/project level.
- Ensures that performance appraisals and training needs assessments of the staff are conducted and appropriate skills and knowledge transfer activities are performed at the project level.
- Ensure that 80% lump sum and 20 P4P budget are effectively manager and disbursed
- Ensures that the organization's policies, guidelines and procedures are implemented appropriately. in the province.
- Ensures the project implementation is in compliance with organization, UNICEF, MOPH and donor requirements.
- Reviews the progress VS the performance indicators of the BPHS (HER2) project on regular basis and ensures the index and maximum levels of the project's target indicators are achieved.
- Provides substantial supports for successful implementation of the vertical/ BPHS (HER2) project supportive projects in the targeted province.
- Approves recruitment and dismissal of the clinical and management staff according to the accepted standards of BPHS (HER2) projects.
- Performs any other duty assigned by the program director and board of management.

Key Selection Criteria and Job's Requirements:

1. Master's degree in public health (or a related field), and 15 years of experience in health programs management in developing countries.
2. Should be familiar with the health system and standards for provision of primary and secondary health care services (BPHS and EPHS) in Afghanistan.
3. Excellent language skill of English, Dari and Pashto.
4. Very good computer skills, MS- Office Package (Word, Excel, Access and Power Point)
5. Excellent time management skills.
6. Ability to perform multiple tasks simultaneously.
7. Excellent financial analysis skills.

Interested Applicants are requested to submit a cover letter and detailed CV, through the Link provided in submission Email, copy the URL and past it on search bar Kindly note that this is the Only way to apply, there is no other way of applying to the position, you are required to fill the form correctly otherwise you will not be listed.

Submission Email:

<https://forms.gle/ZDGGyzXC7aqToZ6i6>

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
