

# Pharmacy Assistant/Nurse

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Phone :

Web :



## Job Summary

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Vacancy : ORCD-195-2024

Deadline : Oct 23, 2024

Published : Oct 18, 2024

Employment Status : Full Time

Experience : 1 - 3 Years

Salary : As per ORCD policy

Gender : Male

Career Level : Any

Qualification : Bachelor degree

## Job Description

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### About ORCD:

Organization for Research & Community Development (ORCD) is a Non-governmental, Non-political, Non-profitable and independent organization founded in 2011 by a group of community development and research specialist. The aim of the organization is to contribute to the development of Afghanistan as an integral part of the international community. It envisages accomplishing its aims by building local capacities, generating evidence in various disciplines, promoting evidence-based on best practices and implementing development projects aimed at community development at the grass root level. ORCD is a multi-donor funded NGO, implementing health, agriculture and community development projects in several provinces of the country.

### Job Description:

- In case of the doctor's absence, registering patients and providing treatment to them.
- Pharmacy stock cards tracking and monitoring system.
- Preparing monthly medications requests and delivering them to the respective authorities.
- Standardized medication storage including temperature monitoring.
- Registering and dressing wounds of injured patients, providing nutrition supplements to malnourished children and pregnant women.
- Assessing nutritional statuses of children under 5 years old, and in case of SAM and MAM starting nutritional diet to the children.
- Following up malnutrition diet plan for children.
- Implementing prescriptions and recording them in the stock card at the end of the day.
- Preparing monthly report of Dressing, pharmacy consumption and MHT activities.
- Continuing vaccination services in the absence of a vaccinator.
- Any other task which will be given by supervisor

### Job Requirements:

- Having diploma from intermediate public health institutes in nursing or pharmacy fields.
- If candidate graduated from a private institute, having exit exam document is necessary.
- Having at least 2 years of working experience on public governmental healthcare facilities.
- In addition to proficiency in native languages, having access to English language.
- Having strong skills in communication, verbal and written communication and report writing.
- Being patient, maintaining a positive attitude and having the ability to work in crisis situations.

### Submission Guideline:

Qualified interested Afghan candidate can fill out the following online form entering the link for cover letter and CV: <https://forms.gle/dqoJxsHakENxSfnZ9>

The vacancy number should be written as: **(Pharmacy Assistant/Nurse, VA No: ORCD-195-2024)**

Only short listed candidates will be invited for an interview

Submission Email:

1. Fill out the following form <https://forms.gle/EsixabUKfG3232PG6> 2. If you can't use the above form, send your cover letter and CV to this email: [recruitment@orcd.org](mailto:recruitment@orcd.org)

### Submission Email:

[recruitment@orcd.org](mailto:recruitment@orcd.org)

## Education & Experience

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3 months performance based, possibility of extension

### Must Have

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Bachelor degree in Nursing and 14th Grade

**Educational Requirements**

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Bachelor degree

**Compensation & Other Benefits**

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