

## Job Announcement (Internally & Externally)

### MOBILE HEALTH ACTIVITY MANAGER

#### Emergency Response for Daraa IDP project at MSF SPAIN Based in Damascus

*MSF is committed to promoting diversity and gender balance within its staff, and for that reason, female candidates are strongly encouraged to apply for this position.*

**Médecins Sans Frontières (MSF)** is an international, independent, medical humanitarian organization that delivers emergency aid to people affected by armed conflict, epidemics, natural disasters, and exclusion from healthcare. MSF offers assistance to people based on need, irrespective of race, religion, gender, or political affiliation.

**MSF SPAIN** is advertising for the following position: **Mobile Health Activity Manager** – Full Time in Damascus.

Requirements for the position	
<b>Education:</b>	<ul style="list-style-type: none"> <li>• Medical Background.</li> </ul>
<b>Experience:</b>	<ul style="list-style-type: none"> <li>• Essential: Previous working experience in a similar position.</li> <li>• Experience with MSF or other INGOs in the same field is an asset.</li> </ul>
<b>Languages:</b>	<ul style="list-style-type: none"> <li>• Essential: Fluency in Arabic and English, (high level command oral and written).</li> </ul>
<b>Others:</b>	<ul style="list-style-type: none"> <li>• Essential: Computer literacy (MS word, Excel, Power Point, Outlook).</li> </ul>
Main responsibilities	
<b>Place of work:</b>	<ul style="list-style-type: none"> <li>• Damascus, with the work sites in Daraa Governorate (several villages).</li> </ul>
<b>Level:</b>	<ul style="list-style-type: none"> <li>• 10</li> </ul>
<b>Contract of Employment</b>	<ul style="list-style-type: none"> <li>• Service Agreement for 1 month, renewable based on the operation's needs.</li> </ul>
<b>Main objectives</b>	<p>Defining, coordinating and monitoring all mobile health activities to support health programs (HIV/TB, population displacement, epidemics...), according to <b>MSF</b> protocols, standards and procedures in order to ensure quality medical care for patients and their communities and to improve the health condition of the population.</p> <p>The activity involves operating a mobile clinic with regular morning and evening movements four days per week, and one dedicated day for reporting.</p>
<b>Main responsibilities and tasks</b>	<ul style="list-style-type: none"> <li>• Ensure clinical monitoring and evaluation of the existing IDP population in the four locations.</li> <li>• Conduct medical consultations for acute cases as needed and refer patients to the appropriate health services.</li> <li>• Ensure a clear referral pathway and service mappings</li> <li>• Carry out epidemiological surveillance, including detection of acute epidemic diseases, participate in investigations, and actively share findings with the Directorate of Health.</li> <li>• Participate on making proposal, rapid and in-depth assessment, emergency response of any needs or gaps</li> <li>• Participate in the implementation of the medical activity and be responsible to ensure activity chronogram is respected and timeline are met</li> <li>• Team management , including organization of capacity building , performance , follow up of their objectives achievement etc</li> <li>• Ensure proper coordination with different actors , etc</li> <li>• Ensure smooth running of the daily activities in different locations</li> <li>• Participate in the Reporting , including weekly reports, and monthly reports, etc</li> <li>• Participate in the activity closure of activity in any location, with different team members</li> <li>• Participate in meeting within MSF, and also upon delegation of line manager to attend clusters, organization meetings,...etc.</li> </ul>

## **HOW TO APPLY:**

If you recognize yourself in this profile, we welcome you to send your ID, CV, Education certificate, and valid MOH Professional License through the below link:

<https://forms.gle/uRMjpAKcgDENs1yB8>

**Only shortlisted candidates will be contacted through their email address.**

**Closing date: Tuesday 27<sup>th</sup> January 2026**

### **Important notes:**

- Incomplete applications (no CV, ID, Education Certificate, License, attached) and sharing false information will lead to automatic disqualification.
- Please note that only CVs submitted in English will be considered during the screening process. We regret that CVs submitted in other languages cannot be accepted, in order to ensure consistency in the review process.
- MSF has a zero-tolerance on conduct that is incompatible with its vision, principles, and objectives, including any demands for money, or favouritism during the recruitment process, and such actions may be pursued through the judicial system.