



## MSF-FRANCE

### INTERNAL AND EXTERNAL RECRUITMENT

MSF is an international, independent medical humanitarian organization that provides medical assistance to people affected by conflict, epidemics, disasters, or exclusion from healthcare. MSF teams are made up of professionals working in health and medical care, logistics, administration, communications, skilled trades – all bound together by the MSF charter and serving people in need. MSF actions are guided by medical ethics and the principles of impartiality, independence, and neutrality. [www.msf.org](http://www.msf.org)

**To support its Coordination Finance department and medical operations in Syria, MSF France is seeking a:**

#### Medical Doctor – PHCC Focal Point

Type of contract: **Full time**  
Duration: **6-month Service Agreement, renewable**  
Place of Work: **Abu Dohour**  
Need: **1 full time position**  
Start Date: **ASAP**

**WOMEN ARE STRONGLY ENCOURAGED TO APPLY**

#### MAIN PURPOSE

Provide outpatient and/or inpatient medical care to patients/beneficiaries according to adapted and updated medical knowledge, **MSF** protocols, values and universal hygiene standards to improve the patients/beneficiaries health conditions.

#### ACCOUNTABILITIES

- Apply medical knowledge and skills to diagnose and prevention. Carry out outpatient and inpatient consultations, prescribing the necessary treatment respecting MSF protocols.
- Keep the patient and/or his/her family informed about the illness and provide appropriate explanations about the treatment to follow, checking they have understood.
- Follow up the evolution of the hospitalized/IDP patients, through daily visits, consultations and examinations, prescribing the necessary treatment following MSF protocols, deciding whether they can be discharged or transferred to other departments – in collaboration with other doctors- and informing their family about the patient's evolution.
- Check and control the rational distribution of medicines and equipment under his/her responsibility and take care of the quality, disinfection and sterilization of the medical material. Assure general compliance with standing hygiene standards.
- Participate in the collection and analysis of epidemiological data, checking its validity and informing the line manager or project coordinator about any problem or complication of the patient's illness, medical error and monitoring the proper functioning of the department, equipment or material.



- Ensure ongoing training of the medical/paramedical multidisciplinary team to optimize the quality of care.
- Knows and ensures all MSF medical protocols are followed and implemented, checking universal precautions are always followed and reducing bio-hazard risks and improving infection control. Ensures Professional confidentiality is respected.
- Manage the team under his/her direct responsibility according to MSF HR policies and procedures, supervising their performance, organizing and scheduling shifts and rotations, directly participating in emergencies and on calls if necessary.

## SPECIFIC ACCOUNTABILITIES

MSF-OCP-Idleb Project is supporting Abu Al-Dohur PHCC in Co-management with DoH Idleb.

### General:

This position will act as Focal point for MSF in Abu Dohur PHCC working in close collaboration with DoH PHCC director and his team. He/She will be responsible for overseeing the care team activities in Abu al-Dohour. He/She will work under the responsibility of the EAMC and in close collaboration with the Midwife supervisor, pharmacy team of MSF. He/She will be working in close collaboration with MoH colleagues of the PHCC.

- Participate actively in the evolution of MSF programs in external activities.
- Organizing and managing medical stock in Abu al-Dohour, preparing medical orders per the central pharma chronogram. Anticipating the needs of the external activities.
- Monitoring the rational use of medicines and medical equipment, in order to ensure efficient health care treatments under budget constraints and to avoid service disruption.
- Train PHCC staff in the use of MSF and MoH protocols and implement tools for quality improvement to ensure prescriptions written follow MSF and MoH protocols when relevant .
- Responsible for implementing and overseeing correct data collection by the care team per MSF/MOH standards (consultation forms, registers and any epidemiological information for each patient, noting clearly medical prescriptions and test results and registers main elements and diagnoses). Collecting statistical data and report on any epidemiological risk (abnormal increases in certain pathologies or in the number of consultations), in order to actively implement appropriate measures.
- Responsible for implementing appropriate patient triage and patient flow in the PHCC.
- Responsible for ensuring all IPC measures are optimized by coordinating the IPC tasks appropriately amongst the care team members (including IPC measures for biomed equipment)

## REQUIREMENTS

**Education:** Medical Doctor diploma essential. Desirable diploma in Internal Medicine or Paediatric medicine

**Experience:** 2-year experience minimum as a Medical Doctor or in clinical work (can be within medical training). Desirable in tropical medicine, or post-registration experience in Public Health, obstetrics and gynae, pediatrics, A&E, infectious diseases, HIV/AIDS/STDs, TB, general practice, general medicine or minor surgery.

Experience of work with INGO desirable.

**Languages:** Arabic and English essential.

**Knowledge:** Essential computer literacy (word, excel)

### Competencies:

- People management
- Commitment
- Flexibility
- Results.
- Teamwork.

## HOW TO APPLY

Apply by filling in the required information and attaching an updated CV and cover letter (in English only), along with your most relevant diploma for the position at the link below:

[HTTPS://FORMS.GLE/RHKPERZ6WABCUQCZ7](https://forms.gle/RHKPERZ6WABCUQCZ7)

**CLOSING DATE JANUARY 28TH, 2026/5:00 P.M**



MSF IS AN EQUAL OPPORTUNITY EMPLOYER: WE DO NOT CHARGE A FEE FOR ANY APPLICATIONS RECEIVED.  
ONLY SHORT-LISTED CANDIDATES WILL BE CONTACTED.



CANDIDATES WITH FIRST- OR SECOND-DEGREE FAMILY TIES WITH CURRENT EMPLOYEES MUST NOT APPLY.