



Asian Harm Reduction Network (AHRN)

JOB VACANCY

AHRN/YGN/25/063

Date: 26 Nov 2025

Position : Nurse In Charge (2 Posts)

Location : Mohnyin and Hopin, Kachin State

The Asian Harm Reduction Network (AHRN)-Myanmar is an International Non-Governmental organization, which is implementing a harm reduction programme to reduce HIV transmission among people injecting drugs, their (sexual) partners and the communities they live in by providing support to implementation of harm reduction interventions and to create an enabling and supporting environment through advocacy, capacity building, training and service provision.

AHRN-Myanmar is looking for highly motivated and reliable individuals who are keen to be part of an active team/organization that delivers wide range of services to improve the health of vulnerable person to fill in the position of “**Nurse In Charge**” for its ongoing Harm Reduction activities in Myanmar.

- The position is full-time, based in **Mohnyin and Hopin, Kachin State** with a probation period of three months.
- Starting date of the contract: As soon as possible

Personal and Professional Requirements

- Diploma in Nursing or Nursing Degree;
- 1-2 years working experience in related field;
- Fluent in Myanmar and local language, both written and spoken;
- Excellent communication and networking (interpersonal) skills;
- Willingness to work with drug users and their families;
- Some understanding of drug and HIV situation in Myanmar/Kachin area;
- Keen interest in contributing to HIV/AIDS responses in Myanmar;
- Computer skill in office applications;

Main Responsibilities

Clinical Care

- To supervise nursing tasks and work as a team member to support other ongoing associated project activities and project staffs;

- To assist the Medical Coordinators in giving appropriate medical interventions and nursing care to the clients;
- To provide relevant trainings and guidance on nursing care to the team members;
- To ensure the Dispenser/Nurse is dispensing medicines correctly and appropriate information is given to the clients;
- To ensure the adequate staffing and proper arrangement of leave plan of nursing staff;
- To perform proper consultations for basic health care and ensure proper referral to the doctor as indicated;
- To ensure the nurse follows the protocols and guidelines of HIV testing and HBV testing where no lab facility is existing;
- To provide family planning services and SRHR services;
- To perform rapid tests such as malaria, blood sugar, UCG etc.;
- To perform the Quality control of HIV/HBV testing where no lab facility is existing;
- Assist in dispensing ARV drugs and in the prevention and management of Opportunistic Infections (OIs) in People Living with HIV (PLHIV) whenever necessary;
- Maintain confidentiality of ART clients and keep their files safely;
- To participate in the Health Education sessions and provide relevant information when required;
- To ensure proper cleaning, sterilization and autoclaving of all instruments, as related to the overall hygiene of the medical facilities;
- To ensure strict adherence to universal precautions in the health centers by all staff;
- To follow and ensure the maintenance of clinic hygiene;
- To ensure the clinic materials and equipments are in place, well-functioning and use correctly;

Record keeping and Medical Supplies

- To check the daily consumption of medical stock recorded by the Dispenser/Nurse;
- To prepare monthly/quarterly requisitions for all medical items together with Medical Coordinator;
- To prepare monthly/quarterly medical stock reports in collaboration with the team members;
- To supervise Dispenser/Nurse in their stock and pharmacy management;
- To ensure the medical store is adhered to the storage guidelines;
- To follow and ensure the maintenance of cold chain system for blood samples, vaccines, test kits and storage of TB drugs, ARV drugs and others requiring special storage;

Application deadline: 10 Dec 2025

Applications should address all Selection Criteria, and should include a cover letter along with a copy of current Curriculum Vitae listing two referees and their complete contact details (i.e. name, position title, organization, phone, fax, email, and mailing address details). Attention to **Human Resources Team, Asian Harm Reduction Network (AHRN-Myanmar)** and send the applications to:

AHRN Yangon Office : No.125 (B5+B6), Bo Saw Aung Street, 8 Mile,
Mayangone Township, Yangon.

AHRN Myitkyina Office : No.68, Street (1), Myae Myint Quarter,
Myitkyina, Kachin State

Or e-mail to jobs@ahrmmyanmar.org, online applications should be clearly mentioning the job title and location in the subject line.

Additional information: -

- Only short-listed candidates will be contacted for a personal interview.
- Please do not send original documents as it will not be returned.

AHRN has a zero-tolerance policy on any kind of sexual exploitation, abuse and harassment. AHRN expects full commitment of its employees with AHRN Code of Conduct including PSEA policy.