

Health Logistic Consultant

Position Overview:

PeaceWin has been implementing the activities/programme around Sexual and Reproductive Health and Rights (SRHR) and Gender Equality and Women Empowerment with the technical and financial support of United Nations Population Fund (UNFPA). The partnership between UNFPA and the PeaceWin aims to advance UNFPA's mandate under 9th Country Programme specifically in the output area of SRHR and GEWE. The activities/programme under the SRHR are the part of the Reproductive Health and Right for Accelerating Impact (RHEA) programme in selected Municipality of Bajura and Bajhang, Comprehensive Sexuality Education programme in selected programme Municipality/school of Accham, Baitadi and Bajhang and Family Planning, Supply Chain Management (SCM) related activities in all UNFPA Priority District and Province and Empowering Women Prosperous Nepal in Bajura, Doti and Kanchanpur.

Scope of the Work/Purpose of the Job:

Strengthening supply chain management is one of the important aspects to ensure the continued FP/RH service delivery to reduce the unmet need for FP and maternal death. To achieve this, UNFPA through PeaceWin has been providing support to the Provincial Health Logistic Centre (PHLMC) through embedded technical personnel. The Consultant will provide technical support to PHLMC to strengthen supply chain management including eLMIS reporting, ensure the continued availability of the essential and key FP/RH commodities at District, Palika and health facility for uninterrupted SRH service delivery. He/She will support for implementation of the logistic and supply chain management related activities under the AWP in programme District and Palikas. The position requires a high level of organization, attention to detail, and the ability to collaborate with internal and external stakeholders

Job Title	Health Logistic Officer		
Place of work:	The officer will be based at PHLMC, Dhangadi. He/ She will build up good coordination with MoSD, especially Health Department, Provincial Health Directorate, and UNFPA provincial office. He/ She will do field visits to program districts as necessary.		
Grade:	8	Project Code	
Contract type:	Temporary	Staff ID#	
Contract Period (Date)	From:	To:	
Direct Reports to	Health Programme Manager		
In direct Report (S)	UNFPA Program Specified contact person		
Work Relationships	<p>Internal: Health Program Manager, Health Officers and M& E officer and other team members</p> <p>External: UNFPA, Social Development Ministry/Health Service Department, Provincial Health Directorate, Local government, Stakeholders working in Health</p>		

Key Responsibilities:

1. Provide technical support for proper management of the provincial logistic centre /warehouse as per the defined guideline.
2. Ensure proper management of the key commodities; FP/RH and related supplies at PHLMC in light of proper storage guidelines.
3. Maintain regular update and stock situation of RH/FP commodities from provincial store, priority district store and Palika and suggest for necessary action to avoid the stock out situation.
4. Provide technical support to PHLMC to prepare monthly report, technical documents related to overall supply chain management.
5. Support to provincial level consultation meeting and different coordination committee meetings at province level including SCM TWG meeting with setting the agenda in consultation with SCM TWG members.
6. Ensure the timely reporting of the e-LMIS from Palik and District through continue follow up and necessary support.
7. Review and analyse the e-LMIS report focusing on stock situation and ensure necessary suggestion and feedback provided to concern institution.
8. Provide necessary data on timely e-LMIS reporting, status of stock situation of key FP/RH commodities of priority Palika in quarterly basis.
9. Support and participate in joint monitoring visit for spot check and last mile assurance of the FFP/RH commodities including providing coaching and mentoring to strengthen supply chain management.
10. Ensure availability of forms and reports to be used in the eMIS at all levels.
11. Support in implementation of the logistic and supply chain management related activities under the AWP of 2024 in coordination with PHLMC, Health Programme Manager.
12. Prepare the event report of activities implemented under supply chain management with ensuring the quality of the data and information.
13. Liaise with MoSD, Health Directorate and pertinent stakeholders to ensure supply of RH/FP medicines, drugs and materials.
14. Generate periodic logistics reports of RH/FP commodities in monthly basis considering the major accomplishment and submit to PHLMC, UNFPA and Health programme Manager.

Qualifications, Knowledge and experience:

1. Bachelor's degree in public health or pharmacy from recognized University, Master's in public health/pharmacy will be preferred
2. Extensive work experience (Minimum 3 years) in supply chain management, basic health logistics and quality assurance
3. Familiar with LMIS/e-LMIS, recording and reporting.
4. Experience and capacity in the development and delivery of training components in the area of health logistic management, eLMIS and forecasting and quantification to the government, NGOs and community-level participants
5. Good understanding of Nepal government health system specific health logistic management
6. Experience in coordination and liaison with government and partner agencies
7. Practical Knowledge and skill in computer software (MS Excel, Word, or Office package).

Key competences and Skills:

1. Adhere to the core values of Accountability, Integrity, and Innovation.

2. Demonstrate proficiency in PeaceWin working approaches and policies.
3. Embrace inclusive processes, including PSEA Protection from Sexual Exploitation and Abuse (PSEA), institutional system strengthening, behavioral changes, and the mainstreaming of gender and youth considerations.
4. Exhibit a team-oriented mindset, motivation, and a collaborative working attitude within a diverse team.
5. Show respect for cultural awareness and possess effective communication skills.
6. Be prepared to undertake field visits as necessary.
7. Fluent in Nepali and English language

Required documents to be submitted with the application:

1. Detail CV in prescribed format
2. Citizenship Certificate
3. Certificates of Bachelor's degree and SLC
4. Letters of work experiences in related field

Candidate:

I wholeheartedly agree with the job description and am dedicated to successfully fulfilling the tasks outlined in the roles and responsibilities, qualifications, knowledge and experience, as well as key competences.

Name and Position:

Date:

Apart from the above-mentioned job descriptions, terms, and conditions, PeaceWin has the right to apply all other necessary conditions according to its policies, guidelines, and decisions.