



Ministry of Health

# MINISTRY OF HEALTH GLOBAL FUND GRANT



## HIV COMPONENT(LKA-H-MoH)

### IMMEDIATE VACANCY

The Ministry of Health is the Principal Recipient of 3 grants amounting over US\$ 8.7 million awarded by the Global Fund for the period 01st January 2019 to 31st December 2021. The components (on project support) are involved in the prevention and control of HIV/AIDS and Tuberculosis, as well as the prevention of reintroduction of Malaria in Sri Lanka (on budget support).

The HIV Grant mainly supports the people who are at higher risk of getting infected with HIV. One such program is the Comprehensive HIV prevention program for people who use/inject drugs. Applications are called from qualified and experienced individuals particularly to support this prevention program for people who use/inject drugs.

Selected employee will work under the supervision of the Director- National STD/AIDS Control Program (NSACP)/ Project Manager – HIV Component. The position will be based at the Project Implementation Unit, Medi-House, Colombo 10.

### **Post of "NURSE"- Drug User Program; HIV Component – Global Fund Grant – Contract Basis - 01 Vacancy**

**(Public Administration Circular No 03/2016; Service Code: MT 7- Grade III)**

The nurse will act as the staff nurse and manage the administrative as well as clinical duties involved with the outreach services.

#### **Duties and Responsibilities:**

1. Organize programs to the people who use/inject drugs.
2. Organize clinics in the community
3. Check vital signs, monitor blood pressure, temperature and pulse.
4. Collect blood samples for serology tests.
5. Prepare patients for examinations and testing if needed routine checks
6. Manage simple medical emergencies.
7. Check and verify the records to ensure validity of supporting documents and identity of the patient and record relevant information as required.
8. Coordinate regarding medical equipment and ensure stocks are in conformity to required standards.
9. Maintain medical records and prepare statistics on medical services.
10. Perform any other duties that may be assigned.

#### **Required Qualifications, Experience and Competencies:**

1. A Nursing Degree which is recognized by the University Grants Commission or possess a government school of Nursing Certificate with 3 years general nursing experience in public sector hospitals preferably in Public Health/Occupational Health and be a registered Nurse with the Sri Lanka Medical Council.
2. Demonstrate a working knowledge of maintenance of all equipment safely.
3. Should be self-motivated, dynamic, results oriented, energetic and proactive.
4. Should be willing to take responsibilities and challenges.
5. Should be friendly and have a passion for customer care with high level of humanity.
6. Should be quality control minded to maintain a high standard of nursing care.
7. Ability to work within and cooperate with a multidisciplinary team.
8. Must have the ability to be patient and keep calm under pressure.
9. Should have good interpersonal skills and communication skills.
10. Should be computer literate.
11. Willing to work extended hours as and when needed.

#### **General Conditions:**

1. The duty station will be Colombo but may need to travel to project implementation sites all over the country.
2. Age should be below 64 years as at 31.12. 2020.
3. Recruitment will be on contract basis.
4. **The contract will be up to 31<sup>st</sup> December 2020** of which the first three months will be on probation.
5. Salary is as per MT 7-2016; Grade III of the Public Administration Circular 03/2016: 25.2.2016 with cost of living allowance approved by the Government. (Rs. 32,525.00\*1.5 + Rs. 7,800.00 = Rs. 56,587.50)
6. The contribution of the employer for EPF is 12% and ETF is 3% of the salary. The EPF contribution of the employee is 8% of the salary.
7. Selected applicant should be able to take up the assignment immediately, preferably within less than a month.
8. Candidates who are already in the public service should send their applications through the relevant Head of the Department / CEO of the Agency who should indicate that the candidate could be released in the event of being selected to the post.
9. Only short-listed candidates will be called for an interview.

**All applications should be sent through post or via email along with the CV and copies of relevant certificates and documents (essential) in order to prove the qualification and experience, which otherwise will not be considered.**

State "**Application for the post of 'Nurse'- Drug User Program, HIV Component, Global Fund Grant**" on top left corner of the envelope to reach the address below.

**Closing Date: 30<sup>th</sup> August 2020**

**The Project Director,  
Project Management Unit – Global Fund Project, 3<sup>rd</sup> Floor, Public Health Complex,  
No. 555/5, Elvitigala Mawatha, Colombo 05.**

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