



Job Vacancies at RTM International

Job Circular No.: 20251020-023

Position: Medical Officer (Female)

Reports To: Medical Coordinator

Number of Vacancies: N/A

Research, Training and Management (RTM) International NGO working in the Cox's Bazar to implement different projects supported by Government of Bangladesh, UNFPA, UNICEF and others development partners. To provide Sexual and Reproductive Health (SRH) services in different location RTM requires to fill up some vacancies in Medical Officer positions.

Job Responsibilities:

- Provide obstetric and gynecological services including ANC, Safe delivery (BEmONC), PNC services, newborn care and other components of SRH services at facility level.
- Provide technical assistance to the SRH services implemented by RTM International in Ukhiya and Teknaf.
- Ensure the quality of services through all the facilities where RTM International is implementing SRH services with financial and technical support from UNFPA.
- Taking decisions regarding referral of individual patients.
- Provide telephonic guidance for emergency patients when sought for by the camp staff
- Provide guidance and supervise field based technical staffs (Midwives /Paramedics, etc.) and provide need based support and technical assistance (TA)/mentoring support.
- Organize Continuous Medical Education (CME) for the midwives, medical assistants and paramedics working with RTM International.
- Work in close coordination with UH&FPO, Medical Specialist (Obs./Gyn) and the Sr. Project Manager, RTM International, Ukhiya office.
- Submit monthly performance report/special report to the Sr. Project Manager, RTM International, Ukhiya office.
- Conduct/participate in medical audits relating to maternal mortality/complication.
- Work in coordination with the RTM Dhaka based Technical Officer and the focal (technical) persons of donor in Cox's Bazar.
- Provide support in identifying and conducting technical training and capacity building activities.
- Any other responsibility assigned by the authority.



Research, Training & Management (RTM) International

Employment Status:	Contractual
Salary :	=94,283/- BDT
Job Location:	Cox'sbazar
Educational requirements:	<ul style="list-style-type: none">▪ MBBS Completed any reputed medical institute. Must have registration from Bangladesh Medical and Dental Council.
Experience and other Requirements:	<ul style="list-style-type: none">▪ Minimum 1-year experience in the related field.▪ CMU/DMU is mandatorily required for this position.▪ Fluency in English and proficiency in the local language is desirable.▪ Working experience at Rohingya refugee camp will be an asset.▪ Excellent communication and interpersonal skills.▪ Ability to work effectively in a team and in challenging environments.▪ Commitment to humanitarian principles and the well-being of Rohingya refugees.▪ High level of ability to organise and manage own time keeping to schedule and deadlines.
Compensation & other benefits:	As per organization policy.
Last date of submission:	31 October 2025
Applying to:	job01@rtm-international.org

Read Before Apply:

The incumbent will maintain and abide by the RTM International Code of Conduct in discharging any duties in the refugee camps (while interacting/treating/counseling the refugee population) and commit to abide by the PSEA core principles and other issues.

Attention:

RTM International has a Policy regarding Protection against Sexual Exploitation and Abuse (PSEA), a Gender Policy, and a Child Protection Policy. The organization has a Policy of Zero Tolerance regarding this issue. Candidates having knowledge of PSEA will be preferred. Female candidates are encouraged to apply.



Research, Training & Management (RTM) International

Application Instruction

Job Circular No.: 20251020-023

(Applicant must mention job circular no. & Position in E-mail Subject Line)

Interested candidates may apply to the **Director (Administration), RTM International, 581 Shewrapara, Mirpur, Dhaka 1216** by sending their application and details CV along with recent passport size photographs, copy of NID, copy of all academic certificates and contact details **on or before 31 October 2025** to E-mail address: job01@rtm-international.org (*indicating Circular No. & Position name in the Subject line*).

Submit your CV as per RTM International's CV format file (CV download Link: <http://rtm-international.org/478/>).

Only short-listed candidates will be called for interview.
No TA/DA will be provided for attending the interview.

Director (Administration)