

RTM International
Maternal Health Monitoring Officer

Application Deadline: **19 May 2025**

★ Shortlist Share: f in WhatsApp Print

- All
- Requirements
- Responsibilities
- Skills & Expertise
- Salary & Benefit

Summary

Vacancy: 1 Location: **Cox's Bazar (Ukhia)** Minimum Salary: **Tk. 90000 (Monthly)**
Experience: **At least 2 years** Published: **13 May 2025**

Applicants are encouraged to submit **Video CV**.

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Requirements

Education

- Bachelor of Science (BSc)
- Bachelor of Science (BSc) in Public Health & Informatics/ Bachelor of Public Health (BPH) / Bachelor's Degree in Social Science/ Development Studies/ Related fields. Master's degree holders will get preference.

Experience

- At least 2 years

Additional Requirements

- Experience and other Requirements: Following capabilities are mandatory:
 - Minimum of 2 years of experience in data management within health-related projects.
 - Experience in report writing is preferable.
 - Publications in international journals will be considered a positive asset.
 - Strong analytical and data visualization skills.
 - Proficiency in data management software and tools.
 - Excellent communication and interpersonal skills.
 - Ability to work effectively in a team and in challenging environments.
 - Working experience at Rohingya refugee camp will be an asset.
 - Commitment to humanitarian principles and the well-being of Rohingya refugees.
 - Working knowledge of Microsoft Word, Excel, PowerPoint and Outlook.
 - High level of ability to organise and manage own time keeping to schedule and deadlines.

Responsibilities & Context

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 Maternal Health Monitoring Officer positions.

Job Summary:

The Maternal Health Monitoring Officer will play a crucial role in promoting good health and well-being by reducing preventable maternal and perinatal deaths through continuous Maternal and Perinatal Mortality Surveillance and Response (MPMSR). This position involves notification of deaths, preparation of line lists, conducting verbal autopsies, data management, and reporting. The officer will also participate in death audits and contribute to various forums with data visualization and presentations.

Job Responsibilities:

- Death Notification and Line List Preparation:
 - Receive death notifications through the CBS (EWARS) reporting system.
 - Prepare and maintain separate line lists for Women of Reproductive Age (WRA).
 - Share line lists with the verbal autopsy team promptly.
- Conducting Verbal Autopsies:
 - Collaborate with midwives to form a verbal autopsy team.
 - Conduct verbal autopsies within 7-14 days of death using standard forms by midwives.
 - Ensure accurate and thorough data collection during verbal autopsies.
- Supervision and Quality Control:
 - Supervise data collection processes to ensure accuracy and completeness.
 - Perform quality checks on collected data.
 - Provide constructive feedback to data collectors to maintain high data quality.
- Data Management and Visualization:
 - Clean and manage data for accuracy and consistency.
 - Enter data into appropriate databases and maintain a comprehensive dashboard.
 - Create visual representations of data for better understanding and presentation.
- Reporting and Presentation:
 - Compile and prepare annual and quarterly reports on maternal and perinatal mortality.
 - Present findings and data visualizations in different forums and meetings.
 - Participate in maternal and perinatal death audits to analyze causes and trends.
- Collaboration and Communication:
 - Work closely with other team members and stakeholders within the SRH WG.
 - Communicate effectively with the verbal autopsy team, health workers, and project coordinators.
- Continuous Improvement:
 - Stay updated with best practices in maternal and perinatal health surveillance.
 - Contribute to the development and implementation of strategies to reduce preventable deaths.
 - Carry out any other tasks assigned by the Supervisor/organization.

Skills & Expertise

- Analytical Skill
- Data Management and Analysis
- Health/ Medical
- Visualization

Compensation & Other Benefits

- As per organization policy

Workplace

Work at office

Employment Status

Full Time

Job Location

Cox's Bazar (Ukhia)

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.

Application Instruction

Job Circular No.: 20250513-006

(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 19 May 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)

Apply Procedure

Email your CV

Send your CV to the given email job01@rtm-international.org

Company Information

RTM International

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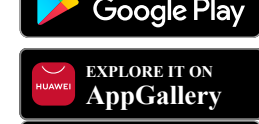
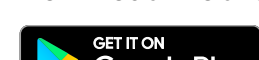
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Our Contact Centre is available from 9 am to 8 pm (Saturday to Thursday).