



## Job Vacancies at RTM International

**Job Circular No.:** **20250708-014(2)**

**Position:** Nurse (Female)

**Location:** Ukhiya and Teknaf Upazila, Cox's Bazar

**Number of Vacancies:** 06

**Reports To:** Medical Officer/ Clinic In-charge

### **About RTMI:**

Research, Training and Management International (RTMI) is a non-profit, women-led resource organization established in 1994 transforming development landscapes across Bangladesh including Cox's Bazar, Bhasanchar and Sylhet.

### **Job Responsibilities:**

RTMI is seeking skilled nurses to provide Sexual and Reproductive Health (SRH) services in different working facilities of RTMI.

### Key Responsibilities:

- Provide direct nursing care to admitted patients, including medication administration, vital sign monitoring, and assistance with daily activities.
- Support maternal, neonatal, and child health services, including antenatal and postnatal care, delivery assistance, and newborn care if needed.
- Assist in emergency and first-aid care, including stabilization and preparation for referral when necessary.
- Maintain accurate nursing records, medication charts, and daily care documentation.
- Participate in PHC activities, including community health promotion and outreach sessions.
- Collaborate with Doctors, Midwives, and others service providers to provide integrated, patient-centered care.
- Ensure proper management and rational use of medical supplies and equipment.
- Follow strict IPC protocols and uphold patient safety and confidentiality at all times.
- Engage in trainings and capacity-building activities to strengthen nursing skills.
- Perform any other tasks assigned by the Sr. Project Manager, Medical Coordinator/ Medical Officer/ Clinic In-Charge/ RTMI authority to support program needs.

<b>Employment Status:</b>	Contractual (05 months, may extend later)
<b>Salary:</b>	50,000/-
<b>Job Location:</b>	Ukhiya and Teknaf Upazila, Cox's Bazar
<b>Educational requirements:</b>	<ul style="list-style-type: none"><li>• Diploma or Bachelor's degree in Nursing from a recognized institution.</li><li>• Valid BNMC registration.</li></ul>



## Research, Training and Management (RTM) International

<b>Experience and other Requirements:</b>	<ul style="list-style-type: none"><li>• Minimum 1-year experience in the related field.</li><li>• Working experience at Rohingya refugee camp will be an asset.</li><li>• Good communication skills in both English and Bangla.</li><li>• Knowing the Chattagram language will be an asset for the candidates.</li><li>• Strong patient care, teamwork, and communication skills.</li><li>• Willingness to be stationed in a remote location and work in challenging conditions.</li></ul>
<b>Compensation &amp; other benefits:</b>	As per organization policy
<b>Last date of submission:</b>	<b>14 July 2025</b>
<b>Applying to:</b>	<a href="mailto:job01@rtm-international.org">job01@rtm-international.org</a>

### **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.: 20250708-014(2)**

**(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 14 July 2025** to E-mail address: [job01@rtm-international.org](mailto: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.

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**Director (Administration)**