

RTM International Medical Assistant

Application Deadline: 24 Sep 2024

★ Shortlist

Share: f in

All Requirements Responsibilities Salary & Benefits Company Inforr

Summary

Vacancy: 1

Location: Cox's Bazar

Published: 19 Sep 2024

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

To access Application Insights [Get Bdjobs Pro](#)

Requirements

Education

- The ideal candidate should have a certificate from MATS with BMDC & SMF registration or relevant medical assistant certification or diploma.

Additional Requirements

- Candidates with experience in Cox's Bazar context will be given preference.
- Chattagram local language will be given preference.
- Work experience at Host community / Rohingya refugee camp will be an asset.

Responsibilities & Context

Report To: Clinic In-charge

Job Summary: General treatment of the Patient. Health education, Counselling and providing FP methods (Temporary) to the clients after proper screening, promote LAPM and Post-partum FP methods, follow up of the LAPM users to identify any side effect and complication.

Duties and Responsibilities:

- Under the direction of Clinic Manager /Medical Officer the Medical Assistant will perform:
- General treatment of the Patient.
- Provide Health education to the clients.
- Providing FP methods (Temporary) to the community people after proper screening
- Counseling to the clients of FP methods receivers
- Quarterly meeting religious leaders, adolescents and their parents by addressing prevention of early marriage.
- Daily supply of family planning commodities through CHVs. Outreach Workers to the screened clients.
- Follow up of the LAPM users to identify any side effects and complication by house to house visit and in FP unit.
- Periodic follow up (F/U) of the method users and intensive F/U during any side effect
- As required management of complication and side effects (counseling and referral to clinics) for quick relief from suffering
- Ensure quality FP services, to regain confidence and prevent drop out through proper counseling for quick attention and remedy of complication.
- Weekly/need based, field level monitoring and supervision to identify any technical issues regarding use of FP methods through field visit.
- Counseling/Information sharing of different methods on ECP and MR to increase the number of acceptances of FP method and have planned families in the community in service centers – daily.
- Timely placing requirement of commodities.
- Promote postpartum FP through intensive and effective FP counseling during immediate postpartum period.
- Promote LAPM by repeated counseling
- Preparation of monthly report on FP and timely submission to the PO-CBON, Field Coordinator and respective MO-RH
- Know, understand, and comply with all the policies of RTM International including HR Policy, PSEA, Code of conduct and Workplace policy
- Any other responsibility assigned by the authority

Compensation & Other Benefits

- As per organization policy

Workplace

Work at office

Employment Status

Contractual

Job Location

Cox's Bazar

Read Before Apply

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.

Apply Procedure

Hard Copy

Job Circular No.: 20240919-027

Interested candidates are requested to apply to The **Director (Administration), RTM International, 581, Shewrapara, Mirpur, Dhaka-1216** by submit your details in "Employment Application Form" by click on this link or copy this link in to the browser address bar, login by your Gmail account and submit your information: <https://forms.gle/wxWNWEuAJXhecMT16> .

Upload your CV along with a cover letter, academic and experience certificates, training and certifications, NID and other relevant documents in one file by PDF or Doc file (The file size must be under 10 MB). File name should be as [Position name-your name-date ... such as "Project Coordinator-karim-cv and certificates", etc.]

Only short-listed candidates will be called for interview.

No TA/DA will be provided for attending the interview.

Director (Administration)

RTM International, 581 Shewrapara, Begum Rokeya Sharani,

Mirpur, Dhaka-1216

Apply URL:

<https://forms.gle/wxWNWEuAJXhecMT16>

Company Information

RTM International

+ Follow

More jobs from this company

Report this Job / Company (রিপোর্ট)

রিপোর্ট

এই চাকরির জন্য বিজ্ঞাপন দাতা প্রতিষ্ঠান আপনার কাছ থেকে কোন অর্থ চাইলে অথবা কোন ধরনের ভুল বা বিজ্ঞাতিকর তথ্য দিলে অতি সত্বর আমাদেরকে জানান অথবা জবটি রিপোর্ট করুন। চাকরি পাওয়ার জন্য কোন ব্যক্তি / প্রতিষ্ঠানকে অর্থ প্রদান করবেন না। কোন প্রকার অর্থ লেনদেনের দায়িত্ব বিডিজবস বহন করবে না।

☎ 09638666444, 01897627858

✉ complain@bdjobs.com

Polish Your English for Professional Career Register Now

1500 Md. Osman Farhan Al Harun

Microsoft Office 3 in 1 Bundle

টেস্ট দিয়ে নিজের সবল এবং দুর্বল দিকগুলো যাচাই করুন



bdjobs-amcat Employability Certification

About Us

About Bdjobs.com

Terms & Conditions

Job Seekers

Create Account

Video CV [new](#)

Recruiter

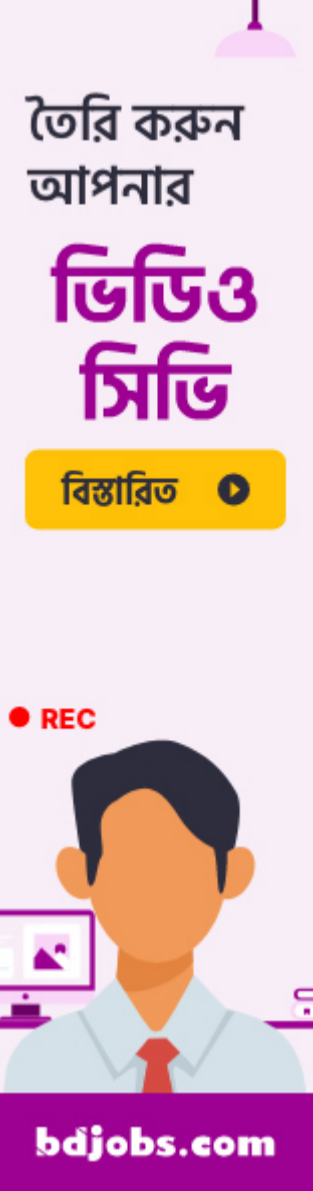
Create Account

Products/Service

Tools & Social Media

[Bdjobs Android App](#)

[Bdjobs iOS App](#)



[Accessibility Statement](#)

[International Partners](#) ▼

[Other Partners](#) ▼

[Privacy Policy](#)

[Feedback](#)

[Contact Us](#)

[My Bjobs Panel](#)

[List of Features](#)

[Career Counseling](#)

[FAQ](#)

[Disability Inclusion Practice](#)

[Post a Job](#)

[FAQ](#)

Download Employer App



[Facebook](#)


[Google](#)

[LinkedIn](#)

[Instagram](#)

Download Mobile App



Need any support ? Call to  **09638666444, 01897627858**
Our Contact Centre is available from 9 am to 8 pm (Saturday to Thursday).