

JOB DESCRIPTION

Preliminary Job Information

Job Title	PHARMACIST
Country & Base of posting	KABUL, AFGHANISTAN
Reports to	MEDICAL COORDINATOR
Expected Date Of Arrival	November
Duration of Mission	3months

General Information on the Mission

Context

Première Urgence Internationale (PUI) is a non-governmental, non-profit, non-political and non-religious international aid organization. Our teams are committed to supporting civilians' victims of marginalization and exclusion, or hit by natural disasters, wars and economic collapses, by answering their fundamental needs. Our aim is to provide emergency relief to uprooted people in order to help them recover their dignity and regain self-sufficiency. The association leads in average 190 projects by year in the following sectors of intervention: food security, health, nutrition, construction and rehabilitation of infrastructures, water, sanitation, hygiene and economic recovery. PUI is providing assistance to around 5 million people in 20 countries – in Africa, Asia, Middle East, Eastern Europe and France.

The association leads on average 180 projects by year in 24 countries, in the following sectors of intervention: food security, health, nutrition, construction and rehabilitation of infrastructures, water, sanitation, hygiene and economic recovery. PUI is providing assistance to around 4 million people in 21 countries – in Africa, Asia, Middle East, Eastern Europe, Caucasus and France.

Afghan mission is the oldest PUI mission, with first medical intervention launched in 1980 just after the Soviet Invasion. Since then, the country has mostly been in conflict, with both national armed groups and international forces, causing mass casualties and massive movements of population, within or out of the countries: out of the 30 millions in country population, 805.000 are registered as IDPs. 272.000 since January 2015, 3.703.000 Afghan refugees are registered in foreign countries (UNHCR, 2014).

Since NATO intervention in 2001, humanitarian assistance and development projects have reached unprecedented levels of funds and intervention in the country. In the 2012 Tokyo Conference, Afghanistan announced its road map toward self-reliance. However, great challenges remain to overcome. Security, social and economic development, good governance, and justice are, among other issues, essential pre-conditions in order to achieve the country's ambitious objectives.

However, due to the raise of Armed Opposition Groups and the constantly increasing number of fights in the country, the security situation remains unstable. Many attacks continue to claim lives among the Afghan population. In April 2014, the Presidential poll marked the transfer of power from one elected president to another for the first time in the country's history. The political transition coincides with a security transition as Afghan security forces have taken up security responsibility from international forces which withdrew at the end of 2014. Humanitarian stakeholders forecasted an increased level of violence, a rise in unemployment and criminality. Those most affected are IDPs, the war wounded, and the people living in contested areas. As a consequence of constant unrest and lack of economic perspectives, many people flee the country being to neighboring countries such as Iran or Pakistan, or to Europe (in terms of population, Afghan people are the second nationality represented in the migrants continuous flux to Europe according to Frontex Agency).

Thus, Afghanistan is today at crossroads, between increasing autonomy and development of infrastructures, within chronic vulnerabilities and complex emergencies to deal with: AOG are extending their territories, number of armed clashes and of casualties is constantly increasing, and natural disasters (such as the Earthquake which affected the country on 23rd October 2015) are challenging the resilience of communities (8 millions people were assessed in food insecurity situation in 2015 according to Fewsnet)

Rebuilding and strengthening the health-care system is still a priority in Afghanistan, with the country-wide continuation of the implementation of BPHS (Basic Package of Health Services) and the EPHS (Essential Package of Hospital Services), initiated in 2003 and 2005, and the implementation of emergency responses.

PU-AMI's strategy/position in the country

PUI strategy is to address the fundamental needs of the Afghan population in respect with all humanitarian principles. Indeed, Neutrality and impartiality are key principles to respect in order to enable humanitarian access to the affected populations.

PUI has a strong health expertise in the country that can be used as an entry point to implement an integrated approach to support the population to regain their most basic needs and also to their self-sufficiency. Indeed, such problems as malnutrition and undernutrition request a multi sectoral and comprehensive response in order to decrease the prevalence of the phenomenon.

Since the beginning of 2013, PUI in Afghanistan decided to start interventions on emergency preparedness and medical interventions for conflict-affected populations. With constant increasing of civilian casualties during from January 2014 to June 2015 (4.900 registered during the first 2015 semester), it is indeed crucial to have health staff prepared and equipped for mass casualties, and also to implement responses to population displacements.

Due to the violent recent history of the country and the constantly increasing number of security incidents in the country, PUI is developing an advocacy plan for development of PFA in the country, in order to support the development of such activity countrywide.

History of the mission and current programs

Prior to the Première Urgence Internationale (PUI) merger, AMI had been present among local populations in Afghanistan since 1980 for health programs. Currently, the organization is running the following programs:

BPHS/EPHS Project:

Since 2003, PUI has been implementing the Basic Package of Health Services (BPHS) and the Essential Package of Health Services in collaboration with the Afghan Ministry of Public Health, in different provinces. Currently, PUI implements the BPHS in Kunar and Daykundi provinces, and the EPHS in Kunar, running in total 74 health centers and 1 Provincial hospital, and employing more than 1000 health and support staff. In Daykundi, PUI collaborates with Move Welfare organization, an afghan NGO, for the implementation of the basic package of health services supporting 39 health centers and 332 health posts, employing more than 500 medical and support staff.

Emergency life-saving intervention in Kunar and Nangahrar provinces:

This program funded by ECHO started in May 2013. Preparing for a possible escalation of the conflict in the province, senior medical staff are trained on emergency medical care and will replicate the trainings to the staff of the BPHS health facilities. Specific operational plans with definition of early warning systems are developed. With the evolution of the context PU-AMI is scaling-up its emergency activities in Nangarhar as well, extending the successful interventions in Kunar and with additional tailored activities in assistance to IDPs. The partnership with ECHO has been recently extended until end of March 2017.

Although Afghanistan has been almost continuously at war for the last 3 decades (exception of the Taliban Regime 1995-2001) with high trauma caseload and indiscriminate targeting between civilians and fighters, Psychosocial First Aid is very little developed.

This can be explained by the overall destruction of the Health system after soviet invasion, and the many challenges linked with the rebuilding enterprise throughout BPHS and EPHS services.

As BPHS and EPHS implementer in Kunar Province, PUI is working with 49 health Facilities to provide Basic Primary and secondary Healthcare services. Linked with continuous fights in the areas and increasing pressure from AOGs on strategic axis and locations, trauma caseload has been increasing as well.

Parallel to the medical response developed at community or health facility level, PUI has been developing, first as a pilot project, provision of Psycho-social First Aid as integrated to the trauma care services. Thus, in Kunar Province 1,310 PFA consultations and 1,661 community awareness have been conducted in 2015, far above expectations.

Although Psychological trauma largely remain a taboo and that resilience of population in Afghanistan seems quite high, it however highlights the need for PFA in order to decrease the risk of mental disorders and to document the causes of trauma as well (according to PFA consultations data, 42% of the PFA consultations are directly linked with war causes, explosions, fights, bombings..).

WHO support for remote areas

The World Health Organization has been supporting PUI in Daykundi provinces since December 2012 with programs in Kunar (temporary health services provision sites to increase the vaccination coverage) and Daykundi province (temporary outreach health services provision sites during winter while roads are mainly inaccessible) in 2015/15 winter season the same intervention was supported by CHF in Daykundi.

Nutrition programmes in Daykundi and Kunar province:

While Chronic Malnutrition is a major health public issue at the national level (55% of the young children suffering from stunting according to latest National Nutritional survey in 2013), Global Acute Malnutrition also is a major challenge for health stakeholders. PU-AMI then receives the support of the World Food Program, UNICEF, and CHF for the implementation of an Integrated Management of Acute Malnutrition programme covering the whole province of Kunar where SAM rate (6-59 months population considered) is constantly above 2% and GAM rate above the alert threshold (evolution from 17,8 % to 11;6% between 2013 and 2015).

Configuration of the mission

BUDGET FORECAST 2016	8 MILLION EUROS
BASES	Kabul city, coordination office, Nili (Daykundi), Assadabad (Kunar), Jalalabad (Nangahar office)
NUMBER OF EXPATRIATES	10
NUMBER OF NATIONAL STAFF	1190
NUMBER OF CURRENT PROJECTS	13
MAIN PARTNERS	EuropeAid, WHO, UNICEF, WFP, ECHO, MOPH/ARTF, UNOCHA
ACTIVITY SECTORS	Health
EXPATRIATE TEAM ON-SITE	Head of Mission — Finance & Administrative Coordinator – Logistics Coordinator —Medical Coordinator- – Logistician / Administrator of Base Nili- - Grants Officer - Field Coordinators (2) – PFA Advisor

Job Description

Overall objective

The Pharmacy Advisor provide technical support to the Pharmacy Unit to ensure the overall functioning of the PUI pharmacies at central, base and project level, securing an adequate and timely supply of quality medications, medical consumables and medical equipment to PUI projects.

In collaboration with the Pharmacy unit he/she will review current process and management organization and will provide guidance to improve proper pharmaceutical management (procurement, storage, distribution, inventory, consumption, and data management) for the entire mission, both at the coordination level and at operational bases.

The Pharmacy Advisor will work closely with the Pharmacy Unit and the logistics team to ensure the supply chain drugs, consumables and medical items is timely, reliable and well documented at all levels.

In collaboration with the Pharmacy Unit and with the HQ pharmacist, the Pharmacy Advisor will conduct an assessment of the main local pharmaceutical suppliers and provide recommendation on the local procurement.

Specific objectives and linked activities

1. DATA COLLECTION, TREATMENT AND ANALYSIS

- Review with the Pharmacy Unit, mechanism of supervision of data collection (in / out, consumption) of bases and health facilities in order to ensure accurate data entry into the pharmacy management software (currently tools on excel software).
- Support the Pharmacy Unit in data analysis to optimize the management of drugs and medical supplies (needs assessment, purchase, control, supply, consumption, rational use, cold chain, expiry dates, overstock/shortage etc.).
- Ensure regular and appropriate use of the management documentation (inventory records, delivery notes, computer tools etc.) submitted by Logistics, Pharmacists and Storekeeper in the bases.
- Work in collaboration with the Pharmacy Unit and the medical department to check, in relation to epidemiological data, the stocks status and the consumptions and assess the appropriateness of prescriptions.
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2. SUPPLY MANAGEMENT

- Work with Pharmacy Unit, logistics and medical departments for the planning and purchase of drugs, consumables and equipment, in accordance with PUI and donors procedures.
- Review information available on the local suppliers and manufacturers and conduct an assessment of the main suppliers in order to provide some guidance for local purchase
- Build capacity of the National Pharmacy Manager on the suppliers' assessment process.

3. STOCKS MANAGEMENT

- In collaboration with the Pharmacy Unit review the stock management process, provide guidance for quality improvement and develop SOP if needed
- Support the Pharmacy Unit in the supervision of physical inventory and conduct random checks. In the case of discrepancies between physical inventory and theoretical stock, investigate with the Pharmacy Unit.
- Ensure with the Pharmacy Unit and Logistic the adequate storage (noting extreme temperature conditions, humidity, light and safety), management (storage, classification, labeling) and security (store access, key holders) according to PUI pharmacy procedures.
- Support the Pharmacy Unit in the monitoring of stock management of the base pharmacies and health facilities, in collaboration with project managers and project pharmacists.
- Ensure with Pharmacy Unit monitoring of stock levels, implement buffer stocks and warning system prior regards shortage in stock
- Assist logistics team in procurement planning and in coordination to ensure early planning and purchasing and develop common SOP according to the needs
- Assist in international procurement preparation and management, especially regarding customs clearance
- Ensure with the Pharmacy Unit that expired or damaged items are properly put in quarantine and ensure their effective destruction.
- Ensure with the Pharmacy Unit pharmacovigilance including the immediate report of any problem with the quality of a drug in accordance with PUI pharmaceutical management procedures.

4. SUPPLY MANAGEMENT OF BASES AND HEALTH STRUCTURES

- Support the Pharmacy Unit in the verification and validation of the relevance of orders received.
- Review with Pharmacy Unit supply the management process and follow up at health facilities level.

5. TECHNICAL SUPPORT

- Provide training and technical support to the Pharmacy Unit according to the need identified.
- Support the Pharmacy Unit in the provision of technical support to staff in charge of pharmacies at bases level.
- Conduct field visits frequently to ensure proper management of drugs at both base pharmacies as well as health facilities.
- In collaboration with the Pharmacy Unit conduct the appraisal of Daykundi and Assad Abad warehouses using PUI tool.

<p>6. REPORTING / MEETING</p> <ul style="list-style-type: none"> Review with the Pharmacy Unit the reporting mechanisms and provide guidance for improvement if needed. Participate in medical team meetings. Participate in external meetings related to pharmacy and PUI projects (Health Cluster, etc.).
<p>Team Management</p> <p>Number of Staff to manage:</p> <ul style="list-style-type: none"> Direct management: None Indirect/technical management: 1 National Pharmacy Manager, 1 National Pharmacy Officer
<p>Other Interfaces</p> <ul style="list-style-type: none"> Internal: Deputy Head of Mission, Medical Coordinator and medical department team members, Head of Mission, Logistics Coordinator, General Administrator, Field Coordinator External : Local Health Authorities, INGO, technical committee

Required Profile		
Required knowledge and skills		
	REQUIRED	DESIRABLE
TRAINING	Pharmacy Degree Medical Degree	
PROFESSIONAL EXPERIENCE		
<ul style="list-style-type: none"> Humanitarian International Technical 	X X Pharmacy management	Experience of suppliers audit
KNOWLEDGE & SKILLS	Good training skills, knowledge of project management	Knowledge of procedures of institutional donors ECHO, UN agencies, etc)
LANGUAGES		
<ul style="list-style-type: none"> French English Other (please specify) 	Mandatory	
SOFTWARE		
<ul style="list-style-type: none"> Pack Office (Word, Excel) Advanced excel 	X X	
Required Personal Characteristics (fitting into the team, suitability for the job and assignment)		
<ul style="list-style-type: none"> Ability to work independently, take the initiative and take responsibility Resilience to stress Diplomacy and open-mindedness Good analytical skills Organization and ability to manage priorities Proactive approach to making proposals and identifying solutions Ability to work and manage professionally and maturely Ability to integrate into the local environment, taking account of its political, economic and historical characteristics 		

Proposed terms
<p>Status</p> <ul style="list-style-type: none"> EMPLOYED with a Fixed-Term Contract

Compensation

- ▶ **MONTHLY GROSS INCOME:** from 1 815 up to 2 145 Euros depending on the experience in International Solidarity + 50 Euros per semester seniority with PU-AMI

Benefits

- ▶ **COST COVERED:** Round-trip transportation to and from home / mission, visas, vaccines...
- ▶ **INSURANCE:** including medical coverage and complementary healthcare, 24/24 assistance and repatriation
- ▶ **HOUSING** in collective accommodation
- ▶ **DAILY LIVING EXPENSES:** (« Per diem »)
- ▶ **BREAK POLICY:** 5 working days at 3 and 9 months + break allowance
- ▶ **PAID LEAVES POLICY:** 5 weeks of paid leaves per year + return ticket every 6 months