

POSITION DESCRIPTION

Company: Chemonics International

Job Title: Logistics Management Advisor

Project Name: Global Health Supply Chain – Procurement and Supply Management Liberia

Location: 50% County Based Travel

Supervisor: Senior Technical Advisor – Systems Strengthening

Chemonics International manages the USAID-Funded Global Health Supply Chain-Procurement and Supply Management (GHSC-PSM) Project being implemented globally, including Liberia. The goal of GHSC-PSM is to ensure uninterrupted supply of health commodities to prevent suffering, save lives, and create a brighter future for families across the globe. Under the IDIQ contract, there are four task orders (TOs) that directly support the U.S. President's Emergency Plan for AIDS Relief (PEPFAR), the President's Malaria Initiative (PMI), and the USAID Office of Population and Reproductive Health (PRH), through a comprehensive array of services for health commodity procurement and related systems strengthening technical assistance that encompass different elements of a comprehensive supply chain. To attain the aforementioned GHSC-PSM goal, the project will meet the following objectives:

- **Objective 1:** Improved availability of health commodities (global procurement and logistics)
- **Objective 2:** Strengthened in-country supply chain systems
- **Objective 3:** Effective global collaboration to improve long-term availability of health commodities

ESSENTIAL JOB FUNCTIONS:

1. Serve under the direction of the Senior Technical Advisor – Systems Strengthening to implement project activities in the counties focused in key areas of improving supply chain, inventory and data management and reporting.
2. In collaboration with the County Depots and County and District Health Teams, organize and support program activities related to managing of county depot inventory, storage and best practice warehousing, the utilization of the mSupply warehouse management system and data quality and collection through the eLMIS system.
3. Ensure close coordination is maintained by with key stakeholders, including health facilities staff, other implementing partners, etc. Serve as key PSM county representative in supporting county depots and MoH representatives at the county and district levels.
4. Ensure proper documentation and record keeping (electronic or manual, as defined by project activities) is maintained for project based activities, securing program documents and information with the highest standards possible
5. Ensure all project procedures are followed in relation to implementation of this project.
6. Work with County and District Health Team to monitor and report commodity usage as well as requisitions for replenishment
7. Conduct himself/herself both professionally and personally in such a manner that does not jeopardize the reputation of the project.
8. Utilize and take care of all the project assets and equipment according to the policies.
9. Other duties as assigned.

KNOWLEDGE AND EXPERIENCE:

- Bachelor's degree in social sciences, health sciences, or related disciplines, or equivalent experience
- At least three years of combined experiences in Program coordination, supply chain, commodities distribution, etc.
- Experience in commodities distribution planning, management and inventory management for a donor funded project in Liberia. Specific experience working with drugs distribution at health facilities and medical warehouses in counties across Liberia is a plus.
- Experience and skills in supply chain processes, management, processing, and report writing is essential
- Able to identify with and work within other cultures, local traditions and very good skills in teamwork
- Ability to manage multiple tasks and meet deadlines; ability to travel long hours in the field and work under relevant pressure to meet targets. 50% county travel per month is expected.
- Ability to follow strict work requirements, procedures and protocols with very high level of integrity and trustworthiness without compromises, irrespective of personalities.
- Strong computer skills in basic Microsoft suite of products are required.

Instructions:

Please submit cover letter and CV to LiberiaPSMJobs@ghsc-psm.org by the close of business May 31, 2019. Please include "Logistics Management Advisor" in the subject line.