



Community Action. Leveraging Services.

VACANCY ANNOUNCEMENT # 035- 2025

16 June 2025

Lan Pya Kyel Association (“LPK”) is a non-profit, non-political and non-sectarian organization. It is local organization in Myanmar. Organization is currently providing full comprehensive package of HIV prevention and treatment to vulnerable populations particularly, sex workers and men who have sex with men and Transgender Women. Organization has been implementing HIV and related programs throughout the country for the past 20 years with the name of “TOP”. Lan Pya Kyel is now inviting applications to fill the following position:

Job Title	:	Medical Officer
Office	:	Mandalay - Lan Pya Kyel
Report to	:	Area Supervisor
Contract Term	:	Fixed term contract based on project period

JOB SUMMARY:

Lan Pya Kyel is working in Myanmar to give health services to key population such as MSM, FSW, TG with package of services including HIV, TB, STI and FP. He/she works for LPK's HIV/AIDS and TB projects will be aiming at reducing HIV/TB co-infected transmission and HIV/AIDS-associated morbidity and mortality amongst the high-risk and marginalized population of Sex Workers (FSW) and Men who have Sex with Men (MSM) in Myanmar.

He/She represents LPK and is mainly responsible for ensuring that LPK clinic services are relevant and efficient service-minded, meeting defined Service Delivery Standards with quality assurance and to ensure the patient's safety and deliver the best possible health care within limited resources.

DUTIES & RESPONSIBILITIES:

Medical Officer- LPK is mainly responsible for

- 1) Clinical consultation and management
- 2) Technical capacity building for Project site program staff around HIV/ TB and other related program activities
- 3) Program data review, achievement and feedback
- 4) Data recording, keeping and reporting as per program guidelines

I. Clinical consultation and Management

The duties and responsibilities of Medical Officer include:

- Provide clinical consultation and management of STIs/TB/HIV and reproductive health and maintain confidential records and registers of patients, their conditions and treatment provided.
- Perform HIV testing services with point of care, testing for the diagnosis of HIV where there is no laboratory.
- Work with counsellors and peer navigator closely as a team to provide HIV cascade care continuum.
- Ensure TB/OI screening, prophylaxis, and baseline investigations for ART initiation to all HIV positive cases and suspected TB cases.
- Ensure all clients tested HIV positive are receiving ART treatment or successful referral of patients for ART initiation in collaboration with NAP.



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- Ensure Substantial risk for HIV infection, acute HIV infection, and recent exposure to HIV, counselling for PrEP users and PrEP eligibility for PrEP potential users.
- Provide clinical consultation and management of PrEP in accordance with Myanmar National PrEP guideline.
- Ensure all presumptive TB Cases are properly screened according to NTP guidelines and screening positive clients received TB Treatment in collaboration with NTP.
- Ensure medical care, psychosocial care and patients support for all PLHIV are implemented for successful modified decentralization of ART.
- Perform STI screenings, Family planning counselling and cervical cancer screenings according to project needs.
- Provide psychosocial care for TG women hormonal consultation, medical consultation and other TG related services.
- Ensure the availability of pharmaceuticals at LPK clinic and maintain an inventory of medicine, drugs and other items for OI treatment, follow up of consumption, forecasting and pharmacy order of assigned LPK clinic.
- Interact with other members of the LPK team to ensure quality and relevance of activities compared to objectives of the program.
- Monitor progress of activities according to work plans, project plans and targets; identifies problems, and proposes solutions.
- Organize the capacity building of medical staff and contributes for technical aspects to trainings of prevention staff.
- Active participation in programs related meetings or trainings within organization and need to attend external meetings which are related to clinics activities.
- Ensure infection control in the clinic, universal precautions and sterilization procedures are followed according to SOPs.
- To perform any other additional duties as required.

II. Technical capacity building for Project site program staff around HIV/TB and other program related activities

- Plan, conduct and facilitate regular technical capacity building sessions for respective project staff.
- Share updated technical information with the project team.
- Assess and improve technical capacity of Counselors, nurses and peer outreach workers.

III. Program data review, achievement and feedback

- Work closely with the Program Team in analyzing achievement of program data.
- After analyzing achievement, sharing inputs, seeking challenges and acting accordingly in a positive and cooperative approach.
- Cooperate and coordinate with other team members such as Counselors and Peer Navigators to ensure the adherence not only in compliance patients but loss to follow up patients for ART, pre- ART clients and PrEP clients.

IV. Data recording, Keeping and reporting as per program guidelines

- Conduct in recording the data such as the Pre ART (black book), ART (red book) and white cards correctly and PrEP screening forms, Facility record, and PrEP follow up forms, etc. accurately.
- Keep all the files, records and information thoroughly to ensure the confidentiality of all the clients.



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QUALIFICATIONS

- Must be M.B.B.S; (preferably previous experience in managing HIV patients, TB patients and PrEP provision) with valid license (SAMA) to practice.
- Must have appropriate professional competencies and qualifications.
- English language skills are an asset.
- Must be a good team player.
- Should be organized, systematic and dynamic, and must interact well with others.

If you are interested in the position to apply, please submit your Application Letter, Curriculum Vitae, Copies of Education Certificate, National ID Copy and three referees including your last employer through the link below or send to the following address not later than **30 June 2025 (Monday)**.

Lan Pya Kyel Office: No (11/6), 28-B Street, Between 71 x 72 Street, Chan Aye Thazan Township, Mandalay.

09 402570263, 09 969906289, 09 250168734

Apply Link : <https://smrtr.io/rW6Nj>

Only short-listed candidates will be invited for relevant tests and/or personal interviews.

At Lan Pya Kyel, we believe in the value of diversity and are proud to be an equal opportunity employer. We invite applications from individuals of all backgrounds and experiences, including those of any race, ethnicity, religion, age, gender, sexual orientation, or disability. Lan Pya Kyel is committed to maintaining a workplace free from fraud, corruption, sexual exploitation, harassment, and abuse. Our employees are expected to adhere to the highest standards of integrity and professionalism, as outlined in the Code of Conduct.

“Lan Pya Kyel internal staff are encouraged to apply, and will be given equal treatment to external candidates”