



## Job Announcement Nurse (Damnok Toek Neak Loeng)

Damnok Toek (DT) is looking for a dynamic individual to pursue the Nurse Position in Neak Loeng, Prey Veng. Damnok Toek is a local NGO working in Cambodia since 1997 and with the aim of enabling vulnerable and marginalized children, youth, and their family **to have all of their basic needs met and their rights respected**. Damnok Toek is supporting street children, children with disabilities, and children victims of trafficking/unsafe migration. Damnok Toek has projects in Poipet, Neak Loeng, and Kep.

The purpose of this position is to improve care to children with disabilities (CWD) currently benefiting from DT's Disability Program in Neak Loeng and to provide support to DT's Medical Assistant and DT/Don Gnocchi's Disability Expert (Expatriated Staff Member). The nurse will be in direct contact with all CWD that benefit from the educational, medical, and rehabilitation services provided at DT Neak Loeng's Day Care Center (DCC). S(he) will be responsible for providing care for all children involved in the project, assisting in the provision of disability-related treatments, and helping in the organization of files, cataloging, and verbal/written translation from Khmer to English and vice-versa. The Nurse will also be involved in training sessions and family visits for assessment and provision of care for CWD in Neak Loeng region.

**Location:** Neak Loeng, Prey Veng Province.

**Report line:** This position is reporting to **Damnok Toek Neak Disability Programs Coordinator**

**Salary:** \$300

**Closing date:** 30 April 2021

- **Role and responsibilities**

- Assists on the organization of children's daily and monthly health check-ups;
- Assists on the provision of follow-ups for children's medication intake;
- Assists on any medical emergency and provides first aid if necessary;
- Assists on making sure all children are healthy and safe during their stay in DT's Day Care Center and Small Group Homes;
- Provides support to parents and children during their stay in DT's Day Care Center;
- Provides advices and makes referrals to hospitals, health centers, rehabilitation centers, etc.;
- Assists on the provision of disability-related exercises to children in the Day Care Center;
- Assists on assessments and provides support on writing disability-related records to children in the Day Care Center;
- Provides support for staff training on disability-related topics;
- Follows DT/Don Gnocchi Disability Expert and provides Khmer-English and English-Khmer translation on a daily basis;
- Provides verbal Khmer-English and English-Khmer translation to other International Technical Advisors, Disability Experts, and Volunteers when required;



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- Translates documents related to medical and rehabilitation treatments (assessments, check-ups, progress notes, etc.);
- Assists with translation on training sessions related to disability;
- Assists with the organization of documents both in English and Khmer;
- Completes other duties as assigned by the Program Director.

### **Position requirement/qualification**

- Written and spoken Fluency in both Khmer and English;
- Associate or Bachelor Degree in Nursing or relevant field;
- At least 2-year experience in a similar position;
- Previous experience working for NGOs, especially grass root organizations, a plus;
- Previous experience working with children with disabilities a plus;
- First-aid knowledge – Certification a plus;
- Basic organizational skills – able to organize files and documents;
- Ability to manage own time, different tasks, and deadlines;
- Honest and positive attitude;
- Ability to work as team member;
- Interpersonal communication skills;
- Computer literacy - MS Office, Email, Internet;
- Comply with the Child Protection Policy and no prior offence in regard to children.

Interested candidates are required to send your updated CV and cover letter with your expected salary to [admin\\_hr@damnoktoek.org](mailto:admin_hr@damnoktoek.org), [disability@gouttedeau.org](mailto:disability@gouttedeau.org), and [nl\\_director@damnoktoek.org](mailto:nl_director@damnoktoek.org) before 30 April 2021.

Only shortlisted candidates will be notified. For further information about the organization, visit our [Website](#) or follow us on [Facebook](#) and [Instagram](#).