



ICRC

The International Committee of the Red Cross (ICRC) is an impartial, neutral and independent organization whose exclusively humanitarian mission is to protect the lives and dignity of victims of armed conflict and other situations of violence and to provide them with assistance. The ICRC also endeavors to prevent suffering by promoting and strengthening humanitarian law and universal humanitarian principles. Established in 1863, the ICRC is at the origin of the Geneva Conventions and the International Red Cross and Red Crescent Movement. Please visit www.icrc.org for more information.

Vacancy Notice

The ICRC Regional Delegation seeks to fill the following position:

Health Field Officer, Based in Chiang Mai

Under the supervision of the Health Project Manager, develops and maintains a thorough understanding of the ICRC Weapon Wounded Assistance Programme (WWAP), of its dynamics related to the provision of life-saving care for the victims of the Eastern Myanmar's conflict(s) and the functioning of the national health systems in Thailand and Myanmar. The HFO will contribute to the achievement of the objectives of the ICRC Weapon Wounded Assistance Programme, which consists of financial support to weapon-wounded from Myanmar to receive treatment in Thai health structures.

Within this dynamic and international context, we are looking for a new member to join our Chiang Mai team.

Your main responsibilities:

- Implements First Aid and Pre-Hospital activities within his/her geographic area or field of responsibility/expertise.
- Assists the Health team, in designing operational strategies and planning the FA and Pre-Hospital activities at local/facility and national levels
- Conducts assessments and regular field visits (when relevant) to monitor activities and health-related threats to the population.
- Ensures proper management of information collected and appropriate, relevant reporting.
- Participates in analysis of and reflection on the overall health situation; contributes to realistic project proposals in line with the delegation's objectives and priorities.
- Interprets at meetings and translates documents into local languages.
- Liaises and builds networks with local stakeholders to facilitate communication on and coordination of activities, thereby ensuring more efficient implementation of FA and Pre-Hospital activities.
- Represents the ICRC in interactions with health interlocutors.
- Takes primary responsibility for files as agreed upon with line manager including accurate filing and uploading to TS.
- Provide support to the health (hospital) team during their absences and leave periods.
- Provides support to the health team on other health-related matters as needed.

Your education and experience:

- Degree in medicine or nursing.
- Experience in prehospital settings.
- Experience as a trainer is highly valued.
- Proficiency in both written and spoken English, as well as the local working language.

Your profile:

- Thai citizen or holder of work permit in Thailand
- 3 to 5 years of total work experience (including 2 years of clinical experience)
- Good connections with local health authorities or groups of interest for the ICRC.
- Excellent knowledge of the assigned geographic area.
- License to practice in country of residence.

We offer:

- Dynamic and challenging work in the humanitarian sector and international environment
- Competitive salary with benefits, good working conditions and in-house training/development
- Open-ended resident contract (subject to organizational requirements)

Deadline for applications: By 30 November 2024

Preferred starting date: 1 January 2025

Qualified applicants are requested to submit their comprehensive CV and letter of motivation in English, as well as salary expectations, by email only to ban_recruitment_services@icrc.org

Kindly note that only short-listed candidates will be invited for the interview.



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Vacancy Notice

The ICRC Regional Delegation seeks to fill the following position:

Administrative Assistant (Health)

Based in Chiang Mai

In this position, the main task would be to provide administrative and secretarial support to the ICRC's Health Program operate in the North of Thailand.

Your main responsibilities:

- Receives and registers all medical bills from hospitals in the relevant systems.
- Follows up with hospitals regarding treatment costs and the quality of treatment provided to patients.
- Checks medical bills for errors and discrepancies before processing.
- Processes medical bills and forwards them to the finance team for payment.
- Monitors and follows up on each patient's treatment costs and coverage.
- Drafts statistical data on patient admissions and treatment breakdowns based on specified criteria.
- Tracks and reports on the number of treatments paid and any other relevant financial metrics.
- Other related tasks may emerge depending on the project's requirements.

Your education and experience:

- Understands and adheres to the seven Fundamental Principles of the International Red Cross and Red Crescent Movement.
- Degree in health administration, nursing, finance, or a related field.
- Proficiency in both written and spoken English and the local working language.

Your profile:

- Thai citizen or holder of work permit in Thailand
- 2 to 4 years of relevant work experience in health administration or finance.
- Familiarity with medical billing processes and healthcare systems.
- Strong organizational and communication skills.
- Experience in data collection and management.

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