



# RTM International

## Job Vacancies at RTM International

**Job Circular No.:** **20260524-006**

**Position:** **Midwife**

**Reports To:** Medical Coordinator/ Clinic in Charge/ Midwife Supervisor

Research, Training and Management (RTM) International NGO working in the Cox's Bazar to implement different projects supported by Government of Bangladesh, UNFPA, UNICEF and others development partners. To provide essential health services to the affected population in different location RTM requires to fill up vacancies in the mentioned position.

### **Job Responsibilities:**

1. Conduct deliveries in the birthing units, providing skilled, supportive and compassionate care to laboring patients.
2. Deliver nursing and midwifery services within the Delivery Unit, ensuring the comfort, safety, and dignity of patients during the birthing process.
3. Provide intensive care and implement appropriate interventions for patients requiring referral from the Birthing Units to higher-level facilities.
4. Administer antenatal care (ANC) and postnatal care (PNC) services, closely monitoring the health and well-being of mothers and newborns.
5. Conduct group, family, and individual counselling sessions to raise awareness about pregnancy and childbirth complications.
6. Provide specialized counselling to patients and their families, focusing on risk factors and preparing for potential complications.
7. Promote informed decision-making among family members, emphasizing the importance of birth preparedness and smooth transition from shelter to birthing units.
8. Mentor, monitor, and validate the work of Community Health Workers (CHWs), ensuring accurate and reliable information is shared with pregnant mothers.
9. Regularly report and update the Medical Officer on the condition of pregnant mothers to support effective decision-making.
10. Support and ensure the quality of care within the Birthing Unit, contributing to safe, effective, and patient-centered healthcare services.
11. Supervise the activities of support staff in the Birthing Unit, including cleaners and guards, to maintain a clean, safe, and infection-free environment.
12. Ensure instruments, equipment, and supplies are available, functional, and in a state of readiness for safe and effective patient care.
13. Maintain accurate and comprehensive records and registers within the Birthing Unit, ensuring proper documentation and reporting.



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13. Maintain and follow the standard guidelines of Infection and Prevention Control (IPC) of the assigned facility.
14. Maintain close communication and work as per the guidance of the Head of Operations – Field, Medical Coordinator, and Medical Officer-In-Charge.
15. Know, understand, and comply with all the policies of RTM International, including HR Policy, PSEA, Code of Conduct and Workplace policy.
16. Perform any additional tasks as assigned by the authority to support the efficient functioning of the healthcare facility.

<b>Employment Status:</b>	Contractual (06 months. May extend later)
<b>Salary :</b>	As per org policy
<b>Job Location:</b>	Ukhiya, Cox's Bazar (Rohingya Camp Based).
<b>Educational requirements:</b>	Diploma in Midwifery with a certificate from the Bangladesh Nursing and Midwifery Council.
<b>Experience and other Requirements:</b>	<b>Minimum 2 years' experience in the related field</b> The Following capabilities are mandatory: <ul style="list-style-type: none"><li>▪ Working experience at the Rohingya refugee camp will be an asset.</li><li>▪ Good communication skills in both English and Bangla.</li><li>▪ Knowing the Chattogram/Rohingya dialect will be an asset for the candidates.</li></ul>
<b>Compensation &amp; other benefits:</b>	As per organization policy.
<b>Last date of submission:</b>	<b>06 June 2026</b>
<b>Applying to:</b>	<a href="mailto:job03@rtm-international.org">job03@rtm-international.org</a>

### **Read Before Apply:**

The incumbent will maintain and abide by the RTM International Code of Conduct in discharging any duties in the refugee camps (while interacting/treating/counseling the refugee population) and commit to abide by the PSEA core principles and other issues.

### **Attention:**

RTM International has a Policy regarding Protection against Sexual Exploitation and Abuse (PSEA), a Gender Policy, and a Child Protection Policy. The organization has a Policy of Zero Tolerance regarding this issue. Candidates having knowledge of PSEA will be preferred. Female candidates are encouraged to apply.



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**### Application Instruction ###**

**Job Circular No.: 20260524-006**

*(Applicant must mention job circular no. & Position in E-mail Subject Line)*

Interested candidates may apply to the **Director (Administration), RTM International, 581 Shewrapara, Mirpur, Dhaka 1216** by sending their application and details CV along with recent passport size photographs, copy of NID, copy of all academic certificates and contact details **on or before 06 June, 2026** to E-mail address: [job03@rtm-international.org](mailto:job03@rtm-international.org) (*indicating Circular No. & Position name in the Subject line*).

Only short-listed candidates will be called for interview.

No TA/DA will be provided for attending the interview.

**Director (Administration)**