



Eco-Social Development Organization (ESDO)

Family Planning Coordinator

Application Deadline: **31 Jan 2025**

Summary

Vacancy: **01**

Age: **at most 45 years**

Location: **Gaibandha**

Minimum Salary: **Tk. 37150 (Monthly)**

Experience: **At least 1 year**

Published: **21 Jan 2025**

Requirements

Education

- MBBS with 01 year internship having valid registration from BMDC and public medical college passing candidates will get preference
- Having training or degree on ultrasonography will get preference.

Experience

- At least 1 year
- The applicants should have experience in the following business area(s):
NGO, Medical Equipment

Additional Requirements

- Age at most 45 years
- Minimum of 1 years of clinical experience in a hospital.
- Experience in gynee department, e.g., Emergency Medicine, General Medicine, etc is advantageous.
- Valid medical license to practice in Bangladesh.
- Registration with the relevant medical council.
- Strong clinical skills and knowledge of current medical practices.
- Excellent communication and interpersonal skills.

- Ability to work effectively in a team and handle high-pressure situations.
- Proficiency in using electronic medical records (EMR) systems.
- The role may require working in shifts, weekends, and public holidays.
- The Medical Officer may be required to respond to emergency calls outside of regular working hours.
- Excellent clinical judgment and diagnostic abilities.
- Strong interpersonal skills and ability to work effectively within a multidisciplinary team.
- Exceptional communication skills, both verbal and written.
- Commitment to continuous learning and professional development.

Responsibilities & Context

Eco-Social Development Organization (ESDO) started its journey in 1988 with a noble vision to stand in solidarity with the poor and marginalized. Being a peoples' centered organization, ESDO envisioned for a society which will be free from inequality and injustice, a society where no child will cry from hunger and no life will be ruined by poverty. Near about three decades of relentless efforts to make this happen, ESDO has embraced new grounds and opened up new horizons to help the disadvantaged and vulnerable people to bring meaningful and lasting changes in their lives. During this long span, ESDO has adapted with the changing situation and provided the most time-bound services especially for the poor and disadvantaged. A community focused and people centered approach has been adapted by ESDO while consideration was given to the national policy and Sustainable Development Goals (SDGs) as its guiding principle. ESDO is one of the most dynamic organizations expanding its development interventions across 377 upazilas under 51 districts of Bangladesh covering over 12 million poor and vulnerable people.

As partnership with Local Government Division, ESDO is implementing the Urban Primary Health Care Services Delivery Project-II at Gaibandha District. ESDO is inviting applications from interested qualified candidates for the position.

Job Responsibilities:

- Attend emergency/outpatient management of health care services Perform clinical procedures as per need of patients.
- Have to attend in Health Camps organized by ESDO at root level to ensure Maternal and Child health care.
- Carry out daily indoor ward round for admitted patient including post operative care.

- Accompany & coordinating with consultants for patients. Ensure preparation of operative patients as per need & consultant recommendations.
- Make up a good team plan for operative purposes & other sophisticated medical management.
- Maintain respectful & good environment with others colleagues of hospital. Arrange clinical & technical sessions for nurses & other clinical staffs.
- Ensure flow of clinical logistics/materials by providing timely requisition in place.
- Regular update patients/patient's party as well as authority for further initiatives/follow up.
- Try to make a good team with doctors, nurses, lab technologist & other staffs.
- Ensure timely referral & further procedures in need for the seriously ill/critical cases.
- Routinely make follow up for patients according to protocol.
- Ensure investigation as per need of diagnosis & case management within the patient's benefits.
- Maintain good discharge notes of patients which will carry out purposive for further medications.
- Regular communication with respective Govt. department.
- Monitoring /Field visit at community level satellite clinic.

Compensation & Other Benefits

- Minimum Salary Tk. 37150 (Monthly)
- Other facilities as per project allocation

Workplace

Work at office

Employment Status

Full Time

Gender

Only Female

Job Location

Gaibandha

Read Before Apply

- ESDO has a Safeguarding & PSEAH policy to protect its employees and beneficiaries and any kind of discrimination, harassment, and abuse falls under ESDO "ZERO TOLERANCE" Policy. All employees are expected to abide by the PSEAH, Child Protection, Safeguarding, and Gender policy of ESDO.
- ESDO does not tolerate any child & youth abuse. So, if you have any history of child & youth abuse in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.
- ESDO does not tolerate any Safeguarding abuse. So if you have any history of gender abuse in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.
- ESDO does not tolerate any kind of extremism/terrorism. So if you have any history of extremism/terrorism in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.
- ESDO does not tolerate any corruption. So if you have any history of corruption in organization or personal life please abstains from apply here. After your selection or between the service periods if we found any misinformation, we will take legal action as per organization rules and county law.

Apply Procedure

Hard Copy

Interested candidates are requested to submit their resume with cover letter along with recent 02 copy of Passport size Photo, photocopy of all academic and experience certificates, NID card /Citizenship certificate including mentioning two references with email on CVs. Applications should reach within 31/01/2025 by post or Currier or hand to hand delivery to: Head of HR, Human Resources Department, Eco-Social Development Organization (ESDO), Collegepara (Gobindanagar), Thakurgaon-5100, Bangladesh or apply through <https://career.esdo.net.bd/> . Applications should be submitted within 31/01/2025 by 5.00PM.

Only shortlisted applicants will be contacted and called for interview. Women are especially encouraged to apply. Equal opportunity, promoting women & children rights is mandate of ESDO.

Apply URL:

<https://career.esdo.net.bd/>

Company Information

Eco-Social Development Organization (ESDO)

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Address:

Collegepara (Gobindanagar), Thakurgaon-5100 Bangladesh

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