

Vacancy Announcement

Organization: Flourish Health and Health Related Consultancy Service (announcing vacancy for a company under establishment)

Position: Technical Manager

Employment: Full Time

Location: Addis Ababa

Date of Announcement: January 22 2024

Deadline: January 26 2024

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Job Description

Position: Technical Manager

Company: Medicines and Medical Devices Import Company under establishment

Background

Our new company is under registration and establishment for importing medicines and medical devices in Ethiopia. The company is based in Addis Ababa and located in Bole Sub City, Bole Bulbula (woreda 12) area. We are looking for a Technical Manager who will be key staff of the company.

Summary of the Job Description

The Technical Manager is responsible for providing technical management and leadership in the selection of appropriate medicines and medical devices, forecasting and quantifying of the items to be ordered for procurement, leading the importation process, storage, distribution and sales of the procured items. In addition, the incumbent will ensure the quality, safety and efficacy of the medicines and medical devices as per the national and international standards before shipping, during storage and distribution to end users through sales. This position is reporting to the General Manager of the company and closely works with other staff members of the company.

Key Roles and Responsibilities

- Conduct continuous market assessment and identify medicines and medical devices that have good sale values in country and propose to the General Manager
- Does quantification and forecasting for purchase of the medicines and medical devices that have been selected for procurement and importation.
- Together with the General Manager, identify international and local suppliers and producers, local distributors/wholesalers and retailers, facilitate signing agreements for partnership and establish working relationships.
- Together with the General Manager, put together purchase orders of medicines and medical devices for procurement and importation
- Manage and handle the importation process including facilitating pre import permit, fulfilling all necessary documentation for importing, communicating with local government and concerned bodies during the importing process, ensuring safe arrival of the procured and imported items
- Ensure safe clearance of the items at custom, safe storage, inventory and distribution to the intended clients for sale.
- Ensure the quality, safety and efficacy of the imported items as per the national and international standards
- Handle communications and working relationships with local partners.
- Together with other staff, create local demand for the items for sale and distribution.
- Executes any other tasks assigned by the immediate supervisor.

Job requirements

Qualification and Experience

- Degree in Pharmacy /Pharmacist from recognized universities/colleges with 3 years of experience
- Have a renewed professional license from concerned government body
- Willing to give permission of his/her professional license for getting professional competency license for importing medicines and medical devices by our company
- Willing to bring a release letter from his/her previous company, if working.

Skill, Behavior and Attitude

- Has excellent communication and facilitation skills
- One who has entrepreneurship and business mind set and interested in import sector
- Willing to learn and update his/herself,
- Ability to self-adapt to difficult circumstances and the environment in which we operate.
- Ability to listen to others including clients and staff.
- Compassionate, hardworking and resilient candidate who is capable of dealing with unforeseen challenges that may occur while executing his/her works.

- Professional, one who has good ethics, honest and one who is willing to serve as an outstanding role model in the group.
- Basic Skill in word, excel and email usage

How to Apply

Female candidates are encouraged to apply.

Please send your CV and cover letter using email address: bejigameb@gmail.com

Deadline for application: Friday, January 26, 2024

For any information, you can call using 0978206620.