

Médecins Sans Frontières Spain/ MSF-OCBA (Operational Centre Barcelona Athens) is looking for a

SUPPLY CHAIN REFERENT

(BASED IN ANY MSF – OCBA HUB)

GENERAL CONTEXT

Médecins Sans Frontières is an international independent medical-humanitarian organization, which offers assistance to populations in distress, to victims of natural or man-made disasters and to victims of armed conflict, without discrimination and irrespective of race, religion, creed or political affiliation.

MSF is a civil society initiative that brings together individuals committed to the assistance of other human beings in crisis. As such MSF is by choice an association. Each individual working with MSF does it out of conviction and is ready to uphold the values and principles of MSF.

The MSF movement is built around six operational directorates. MSF OCBA is one of those directorates. The operations are implemented by field teams and the mission coordination teams; together with the organizational units based in Barcelona and decentralized in Nairobi, Dakar and Amman. The field operations are guided and supported by 5 Operational Cells, the Emergency Unit and other departments supporting operations, including the Logistics & Supply Chain Department.

GENERAL OBJECTIVE AND JOB ENVIRONMENT

The Supply Chain Unit is part of the Logistics and Supply Chain department, and consists of 14 professionals supporting the missions of MSF OCBA regarding their supply chain. The unit comprises a diverse expertise, to ensure that it can support all different aspects of MSF's supply chain: a group ensuring supply chain support for regular missions, a referent ensuring supply chain support for emergency interventions, and a group ensuring medical stock/pharmacy management support for both regular missions and emergency interventions. The focus of the unit is to ensure appropriate support and guidance to MSF OCBA's missions regarding their supply chain (including medical stock management), in collaboration with other relevant departments/units (operations, medical, logistical, financial), while working as one team between HQ and field. The Supply Chain Unit has grown considerably in recent years, in terms of both number of staff members and support functions assumed. It has recently defined an ambitious improvement agenda for the coming 3-5 years, comprising all relevant aspects of a supply chain, e.g. processes, continuous improvement, emergency response, collaboration with the field and system landscape.

The Supply Chain Referent (regular missions) is based at MSF-Spain HQ in Barcelona, as part of the Supply Chain Unit, and is accountable to the Supply Chain Co-ordinator. The main objective of the position is to monitor and support 3-7 missions of MSF OCBA regarding their supply chain management, while being functionally responsible for the mission supply chain managers in those missions. Apart from that, he/she leads or participates in (non-mission specific) efforts related with supply chain optimization, IT system development and functional ownership, as well as development of supply chain management procedures and trainings.

MAIN RESPONSIBILITIES AND TASKS

Scope of supply chain topics

- Planning & Forecasting
- Local/international order management

- Transport and importation
- Local procurement
- Logistical stock management/warehousing
- Mission internal distribution
- Order and budget calculation
- Application and update of procedures & guidelines
- Use & development of management IT tools
- Organizational set-up at mission level
- Performance management and continuous improvement

Field support & monitoring

- Functionally responsible for 3-7 supply chain managers (e.g. in missions of mentioned portfolio)
- Intensive technical support for medical forecasting, order, budget calculation and international order planning & follow-up
- Addressing of overall progress and issues, and advising towards the Logical, Medical and Financial Coordinators (mission level), and the Logistical, Medical and Financial Advisors (operational cell level)
- Relationship management with European Supply Centres on behalf of missions in portfolio (order and transport operators)
- Promotion/reinforcement of MSF OCBA supply chain management procedures
- (De-)briefing with Supply Chain Managers, Mission Pharmacists, Logistic, Medical and Financial coordinators and other colleagues involved with mission supply chain management
- Field visits: 2-3 times/year

Optimization of MSF OCBA's supply chain

- Definition of optimization priorities, and leadership of/participation in optimization projects. This as joint effort with other Supply Chain Unit team members and depending on the topic colleagues from other departments (operations, medical, logistical, finance)
- Data based analysis with the aim of identifying improvement potential

Systems – functional ownership and development (depending on division of tasks between referents)

- Functional ownership of supply chain management IT tools (or representation of OCBA in the case of intersectional tools), and involvement in new developments

Procedures and training (depending on division of tasks between referents)

- Definition/update of MSF OCBA supply chain management procedures
- Providing training for persons in charge of managing supply chain in missions
- Development of trainings regarding supply chain management for MSF OCBA, and collaboration/participation in the development of international supply chain management trainings
- Organization of Pharm & Supply Week (once per year)

COLLABORATION & COMMUNICATION LINES

- With colleagues in the Supply Chain Unit regarding methodology, managing support regarding entire mission portfolio and supply chain optimization
- With colleagues from operations regarding field support: Supply Chain Managers, Mission Pharmacists, Medical, Financial and Logistical Co-ordinators (at mission level), Medical, Financial and Logistical Advisors at cell level
- With colleagues from other functional departments/units (medical, logistical, finance) regarding collaborative topics
- With Procurement Advisor based in Nairobi regarding mission specific local & regional procurement issues
- With European Supply Centre: resolving issues and optimization (mission-specific) with respective order and transport operators in European Supply Centre
- Intersectional: participation in intersectional platforms, improvement efforts and functional ownership of supply chain management related IT tools

SELECTION CRITERIA

Education and experience

- Degree in Supply Chain Management, Engineering or similar
- Minimum 5 years' experience in supply chain management
- Experience with people management and coaching
- Asset: experience in humanitarian sector/MSF
- Fluent written and spoken English. Additionally French, Spanish and/or Arab would be an asset

Competencies

- Commitment to MSF's Principles
- Cross-cultural Awareness
- Behavioural Flexibility
- Analytical Thinking
- Strategic Vision
- Results and Quality Orientation
- Service Orientation
- Initiative and Innovation
- Teamwork and Cooperation

Others

- Stress Management
- Planning and Organizing
- Networking and Building Relations

CONDITIONS

- Position based in any MSF-OCBA Hub (Barcelona, MSF-Spain office delegations, Amman, Dakar or Nairobi) with occasional visits to the field (2/3 times per year)
- Full time job
- Minimum commitment with the position of 3 years

- Annual gross salary: HQ-4A (divided into 12 monthly payments) + secondary benefits based on MSF OCBA Reward Policy.
- Starting date: Immediately

HOW TO APPLY

- To apply, please follow the link below and submit your **CV** and **cover letter**

<https://career2.successfactors.eu/sfcareer/jobreqcareer?jobId=5346&company=medicossin>

- Closing date: **November 30th, 2021, 23:59 CET (Central European Time)**

MSF is committed to achieving workforce diversity in terms of gender, race, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are encouraged to apply. We are committed to achieving a balanced gender distribution and therefore encourage women to apply.

All applications will be treated with the strictest confidence. MSF provides a work environment that reflects the values of gender equality, teamwork, integrity and a healthy balance of work and life. MSF does not tolerate sexual exploitation and abuse, any kind of harassment, including sexual harassment and discrimination. All selected candidates will, therefore, undergo reference checks.

Médecins Sans Frontières, as a responsible employer, under article 38 of “Ley de Integración Social del Minusválido de 1982 (LISMI)” invite those persons with a recognized disability and with an interest in the humanitarian area to apply for the above-mentioned position.