



JOIN OUR DYNAMIC TEAM

Malawi Self-Care Digital Front Door & Commodity Access Project



Ministry of Health and Sanitation | Implemented by ASRT Limited | Support from the Gates Foundation

About the Project

The Ministry of Health and Sanitation has received funding from the Gates Foundation to implement a one-year Self-Care Project in Malawi, with the Agency for Scientific Research and Training (ASRT) Limited as an implementing partner. The project will shift routine care for stable clients on long-term HIV treatment and Pre-Exposure Prophylaxis (PrEP), Sexual and Reproductive Health (SRH), Maternal, Newborn and Child Health (MNCH) and Non-Communicable Diseases (NCDs) out of congested facilities, safely and under clinical oversight. A Ministry-led digital front door through Chipatala Cha Pa Foni (CCPF), integrated with the Malawi Healthcare Information Systems (MaHIS), will support screening, enrolment, reminders and follow-up, while clinically assessed clients collect commodities from regulated community pickup points. The pilot covers Lilongwe, Blantyre and Ntcheu, eleven health facilities and fifteen pickup points, and targets 5,000 stable clients. Commodities will flow through the Central Medical Stores Trust (CMST), with regulatory oversight from the Pharmacy Medicines Regulatory Authority (PMRA) and the Medical Council of Malawi (MCM).

1 Project Coordinator

1 Position

Coordinates day-to-day implementation, collaboration among project teams, government counterparts and partners, milestone tracking and reporting, and timely delivery of outputs. Supervises the District Coordinators and reports to the Project Director.

REQUIRED QUALIFICATIONS

- Degree in Project Management, Public Health, Development Studies, Business Administration, Social Sciences, International Development or related field.
- Minimum 5 years experience coordinating donor-funded health or development projects, including supervising staff.
- Demonstrated experience managing multiple stakeholders and partners.
- Working knowledge of Malawi's health sector structures, including the Ministry and District Health Offices.
- Strong planning, coordination, reporting and communication skills.

2 Project Accountant

1 Position

Provides project accounting, donor financial reporting, expenditure verification, partner and sub-award financial monitoring, compliance, budget tracking and audit support. Reports to the Project Director.

REQUIRED QUALIFICATIONS

- Bachelor's Degree in Accounting, Finance, Commerce, Business Administration, Economics or related field.
- Full or part professional qualification (ACCA, CIMA, CPA or equivalent), with ICAM membership or eligibility.
- Minimum 4 years' experience in financial management of donor-funded projects.
- Strong knowledge of accounting systems (e.g., Sage/Pastel, QuickBooks), financial reporting, Malawi tax obligations (PAYE, withholding tax), compliance and audit.

3 Supply Chain and Commodity Access Specialist

1 Position

Leads commodity operations, including forecasting and stock management, the flow of commodities from CMST through facilities to pickup points, pickup point establishment and readiness, stock reconciliation and commodity accountability. Reports to the Project Director.

REQUIRED QUALIFICATIONS

- Degree in Supply Chain Management, Logistics, Public Health, Health Systems Management, Business Administration or related field (see minimum qualification).
- Minimum 7 years experience in health commodity management, pharmaceutical supply chains or logistics, preferably within Malawi's public services supply chain.
- Experience in inventory and warehouse management, stock management, quality management, last-mile distribution, procurement, and working with donor funds and third-party partners.

4 Regulatory and Quality Assurance Specialist

1 Position

Provides leadership and technical oversight for regulatory, pharmaceutical quality, medicine management, compliance and pharmacovigilance functions, ensuring compliance with national standards. Reports to the Project Director.

REQUIRED QUALIFICATIONS

- Degree in Pharmacy, with a Master's in Pharmacy, Pharmaceutical Sciences, Regulatory Affairs, Public Health or related field and 5 years' experience, or 10 years' experience without a Master's.
- Current registration as a pharmacist with PMRA is essential.
- Experience in pharmaceutical regulation, quality assurance, premises inspection, pharmacovigilance or health commodity programmes.
- Strong knowledge of Malawi's pharmaceutical regulatory environment, including PMRA premises licensing and dispensing requirements.

5 Digital Transformation Specialist

1 Position

Provides technical leadership for the project's digital solutions, including integration of the CC PF voice and USSD front door with MaHIS, client reminders, pickup point transactions and reporting, working closely with the Ministry's Digital Health Division. Reports to the Project Director.

About ASRT Limited

ASRT Limited is a registered Malawian organisation that promotes sustainable change and impact through project implementation, research and training, working with local and international partners.

ASRT invites applications from suitably qualified, highly motivated and experienced persons for the positions below. All positions are full-time, fixed-term contracts to 31st August 2027 with extension possibility, subject to a three-month probation period and funding, and are based in Lilongwe unless stated otherwise.

REQUIRED QUALIFICATIONS

- Degree in Information Technology, Computer Science, Information Systems, Digital Health, Software Engineering, Data Science, Health Informatics or related field.
- Experience in digital health, information systems, digital transformation or technology project implementation.
- Experience with system integration and interoperability standards (e.g., HL7 FHIR), MaHIS and DHIS2, user training, and USSD, voice (IVR) and SMS gateways.
- Working knowledge of Malawi's Data Protection Act, 2024.

6 Planning, Monitoring and Evaluation (PM&E) Specialist

1 Position

Leads the project's monitoring, evaluation, accountability, learning and planning systems, including performance measurement, data quality, reporting and learning, and is the focal point for the external evaluation partner. Reports to the Project Director.

REQUIRED QUALIFICATIONS

- Degree in Monitoring and Evaluation, Statistics, Epidemiology, Public Health, Demography, Economics or related quantitative field.
- Minimum 10 years experience managing PM&E systems for donor-funded projects.
- Strong quantitative and qualitative data analysis skills.
- Experience with Power BI, DHIS2, Kobo Toolbox, SPSS, STATA or similar platforms.
- Experience with research ethics and data protection processes.

7 District Coordinator

3 Positions

Based in Lilongwe, Ntcheu or Blantyre, each Coordinator leads project delivery in one district: liaising with the District Health Office, supervising field implementation, HSAs and community pickup points, coordinating stakeholders and monitoring performance. Reports to the Project Coordinator.

Applicants should state the district they are applying for in their application. Note that these positions do not have relocation benefits

REQUIRED QUALIFICATIONS

- Bachelor's Degree in Public Health, Community Development, Development Studies, Social Sciences, Project Management, Health Systems Management or related field; a Master's is an added advantage.
- Minimum 5 years' experience in health, development or donor-funded project implementation.
- Experience working with district government structures and community systems.
- Strong stakeholder engagement, supervision and reporting skills.
- Fluency in Chichewa and English; a valid driving licence is an added advantage.

8 Health Surveillance Assistants

6 Positions

Support enrolled clients through community mobilisation, health promotion, follow-up of clients who miss reminders or pickups, referral back to facilities, support at pickup points, and data collection. Based in the project districts and report to the District Coordinator for their district.

REQUIRED QUALIFICATIONS

- Diploma in any related field or MSCE with credits in English and a science subject.
- Government-certified Health Surveillance Assistant training is essential.
- Minimum 2 years' experience (5 years' experience for MSCE holders), in community health, health promotion or public health outreach, including household visits and health education.
- Fluency in Chichewa and ability to work in urban, peri-urban and rural communities.

Required competencies for all positions: Commitment to improving health outcomes; excellent interpersonal and communication skills; ability to work in multidisciplinary teams; high ethical standards, accountability and integrity; commitment to diversity, equity and inclusion and to safeguarding and PSEAH; proficiency in English and computer literacy (Microsoft Office).

How to Apply

Interested candidates should submit a written and signed application letter, copies of academic and professional qualifications and curriculum vitae, with **three (3) traceable referees** in a single pdf through email to:

The Executive Director
Agency for Scientific Research and Training
P.O Box 30465
Lilongwe 3, Malawi

Only shortlisted candidates will be contacted. Canvassing in any form will lead to disqualification

CLOSING DATE

17th October 2026

Email applications to:
asrt.recruitment@asrt-africa.com

Equal Opportunity Employer. ASRT is an equal opportunity employer and encourages applications from qualified women, persons with disabilities and candidates from diverse backgrounds. ASRT does not charge any fees at any stage of the recruitment process. Appointments are subject to satisfactory reference and safeguarding checks.

Join us in strengthening self-care and improving health outcomes for communities across Malawi.