



# **Project Manager for the Intersectional MSF Hazardous Waste Project – based in Nairobi**

27 août 2025

**Médecins Sans Frontières, association médicale humanitaire internationale créée en 1971, apporte une assistance médicale à des populations dont la vie est menacée : principalement en cas de conflits armés, mais aussi d'épidémies, de pandémies, de catastrophes naturelles ou encore d'exclusion des soins.**

**MSF Eastern Africa is looking for a Project Manager for the Intersectional MSF Hazardous Waste Project – based in Nairobi (MSF OCP Cell)**

## **Introduction:**

**Médecins Sans Frontières/Doctors Without Borders (MSF) is an international independent medical humanitarian organisation that provides assistance to people affected by conflicts, epidemics, and natural or human-made disasters and excluded from healthcare. We provide this assistance without discrimination, irrespective of race, religion, creed or political affiliation.**

## **Rationale/Objective for Position**

**Médecins Sans Frontières (MSF) is launching an ambitious, intersectional pilot project to develop an integrated approach for managing non-medical hazardous waste in countries with limited treatment options. Initially focused on South Sudan, the project aims to establish a sustainable, replicable model for responsible waste management across MSF missions.**

**Due to the complex security context, the project will begin with a remote Phase 0, assessing feasibility and preparing for implementation in South Sudan or an alternative country (Plan B: Chad, DRC, or CAR). This position is critical to the success of the project's early phases and may be extended to lead the full implementation and capitalization phases. The role will serve as the central driver of this high-impact initiative, coordinating across MSF operational centers, technical departments, and external partners to deliver innovative, scalable solutions. As the Project Manager, the role will lead the planning, coordination, and execution of Phases 0 and 1. The role will be responsible for:**

- Piloting and directing all project activities across multiple MSF operational centers.**
  - Engaging high-level stakeholders (internal and external) to ensure alignment, buy-in, and effective governance. • Managing complexity in a volatile context, including remote coordination, crossborder logistics, and regulatory navigation. • Delivering results that inform a go/no-go decision for full-scale implementation. This position will report to the Cell Logistics Manager.**
- Tasks & Responsibilities**

## **1-Human resource management**

- **Recruit, induct, and manage the field-based Watsan (Water, Hygiene, Sanitation) Manager to work on the project. • Functionally manage the field-based teams assigned to the project from all participating MSF sections.**
- **Motivate, build capacity, and evaluate his/her team.**
- **Demonstrate project leadership with all stakeholders.**

## **2-Project management**

- **Coordinate the project steering committee meetings, keeping the steering committee informed of project advancement and evolution.**
- **Perform all necessary reporting to the TIC Secretariat and keep project documents updated.**
- **Build and maintain strong relationships with national authorities, export partners, and MSF leadership to ensure project alignment and compliance. • Independently manage the budget for the TIC project (totaling over \$400k) with regular follow-up and reporting.**

## **3- Implementing Phase 0 – Remote Feasibility & Strategic Planning**

- **Assess feasibility of alternative implementation countries (Plan B: Chad, DRC, CAR).**
- **Conduct remote situational analysis for South Sudan (Plan A remains priority).**
- **Coordinate with supply and technical referents to define waste reduction strategies.**
- **Collect and analyze hazardous waste inventories across MSF projects together with the teams based in the field.**
- **Define field-level responsibilities and draft SOPs. • Initiate discussions with exporters; evaluate transport routes and destinations. • Update project documentation and define Phase 1 roadmap.**
- **Maintain regular communication with the Steering Committee and TIC Secretariat.**
- **4- Implementation Phase 1 – Field Feasibility & Operational Setup**

- **Finalize stakeholder mapping and governance structure. • Update and finalize the waste inventory at field level.**
- **Identify and engage with relevant authorities and export partners.**
- **Ensure the establishment of interim storage and transport logistics.**
- **Develop detailed budget and operational plan for Phase 2.**

## **Profile required**

### **Education**

- **Bachelor's degree in Project Management, Public Health, Environmental Engineering, or related field (Master's preferred).**
- **Project Management Certification (PMP, PRINCE2, Agile) is highly desirable.**

### **Experience**

- **?Minimum 5 years in project management, including innovation or governance projects.**
- **Proven experience managing complex, multi-stakeholder projects in low-resource or insecure environments.**
- **Experience with MSF or similar humanitarian organizations is a plus.**
- **Familiarity with hazardous waste management, logistics, or environmental health is a plus.**

### **Competencies**

- **Strong leadership and stakeholder engagement skills.**
- **Excellent planning, coordination, and reporting capabilities.**
- **Strategic thinker with the ability to manage uncertainty and adapt plans. • Fluent in English (C1); French is an asset.**
- **Culturally sensitive, inclusive, and committed to MSF's humanitarian values.**

## **What We Offer:**

- **Contract:** A 6- or 12-months full-time employment contract (with possibility for extension) through MSF East Africa Section Office in Nairobi, Kenya.
- **Location:** Based in Nairobi, Kenya (with frequent travel to Juba, South Sudan)
- **Salary:** An annual salary of EUR 31,216 at HQ Grade 9 based on a full-time appointment with an annual increment of 2% every year up to a maximum of 10 years.
- **Work-life balance financial benefit;** ranging between EUR 620 to 1,159/month based on individual & administrative status. This amount may be used to cover accommodation and utilities, transportation, etc.

### **Other benefits include:**

- **Annual Leave:** 25 days of annual leave per year.
- **Other Holidays:** sick leave, circumstantial leave, maternity leave (21 weeks), paternity leave (4 weeks), own affairs days off, etc.
- **Employer Pension contribution:** 10% of basic salary.
- **International insurance** for both medical and disability.
- **Relocation support for non-Kenyan residents;** based on MSF EA terms/conditions. Only applicable if the contract is more than 1 year.
- **Work-life balance:** Daily flexi-hours and 2 days working from home possible.
- **School fees benefits:** for eligible dependents, based on individual & administrative status.
- **Diverse team composition;** Collaborate with a global network of talented professionals, bringing diverse perspectives and expertise from around the world.
- **Career Development:** MSF provides many learning resources (online learning resources, regular trainings – including language, Peer to peer learning).
- **Mobility:** You will have opportunities to travel abroad for work, meetings, trainings and workshops; giving you a chance to experience different cultures and broaden your professional network.

- **Annual home leave ticket:** To be taken once every year for both staff and eligible dependents back to their home country for vacation. Only applicable to non-Kenyans and based on individual & administrative status

### **Application process**

- If you recognize yourself in this profile, we welcome you to apply directly via this link : **[Job Detail | My Website](#)**
- Applicants are required to upload a **Letter of Motivation + Curriculum Vitae** (in English) in PDF format as one combined document.
- If you have any questions regarding your application, please contact **[recruitment@nairobi.msf.org](mailto:recruitment@nairobi.msf.org)** before the vacancy closing date. Kindly use this email only for technical issues related to your application, for example, if you do not receive an automated response or encounter problems uploading documents. Applications sent directly to this email will not be considered.

*A MSF, nous valorisons la diversité et cherchons à avoir un environnement de travail inclusif et accessible. Nous encourageons toutes les personnes qui possèdent les qualifications requises à postuler, indépendamment de leur origine ethnique, nationale ou culturelle, de leur âge, de leur sexe, de leur orientation sexuelle, de leurs convictions, de leur handicap ou d'autres aspects de leur identité.*

### **Type de contrat**

CDD

### **Date limite de dépôt de candidatures**

16 septembre 2025

*MSF tient à la protection des données personnelles de ses membres, de ses salariés et des personnes souhaitant rejoindre l'association. Les données collectées lors de cette candidature seront strictement transmises, pour un traitement équitable et de qualité, aux personnes intervenant dans le processus de recrutement, quel que soit l'endroit où se trouve la structure MSF à laquelle elles appartiennent. Pour plus d'informations sur la façon dont sont traités vos données et vos droits, [veuillez consulter notre politique de confidentialité](#).*