

POSITION DESCRIPTION

Position Title:	Antimicrobial Stewardship (AMS) Pharmacist		
Division/Unit:	Global and Tropical Health (GTH) Division		
Report to (Role):	Infectious Diseases mentor		
Classification Level:	Category G2B8-G2B12		
Status (FTE):	1.0 FTE	Location:	Dili, Timor-Leste
Number of positions supervised:	Directly:		
	Indirectly:		
Special Provisions:	<ul style="list-style-type: none"> • Vaccinated against rabies or willing to receive the rabies vaccination. • Travel to municipalities, including participants' homes, to facilitate research activities and conduct follow-up visits as required. • Have a recent National Police Clearance Certificate. 		

ABOUT MENZIES:

As one of Australia's leading medical research institutes dedicated to improving the health and wellbeing of Aboriginal and Torres Strait Islander Peoples, and a leader in global and tropical research into life-threatening illnesses, Menzies School of Health Research continues to translate its research into effective partnerships and programs in communities across Australia and the Asia-Pacific region.

SUMMARY OF THE POSITION:

The AMS pharmacist role will support multiple projects, but a key focus will be on the RESPOND Program - the Regional Engagement in Surveillance and response to Priority diseases, providing Opportunities for National health system strengthening and Development - funded by the Australian Government's Department of Foreign Affairs and Trading (DFAT). The RESPOND partnership will engage with key partners in the Asia-Pacific region, to support the development and implementation of initiatives that will strengthen healthcare capacity and resilience in the region. The role will also support the research being undertaken as part of the Centres for Antimicrobial Optimisation Network, known as CAMO-Net.

The AMS pharmacist will work within Hospital Nacional Guido Valadares (HNGV) and five referral hospitals to support the processes for antimicrobial stewardship (AMS) and quality use of medicines. They will work alongside the Infectious Diseases Mentor and will be trained and mentored in the areas relevant to the responsibilities outlined below. They will also facilitate training and education for pharmacists working within HNGV and the referral hospitals in Timor-Leste, with a focus on quality use of antibiotics.

The position will be based in Dili, Timor-Leste with regular travel to municipalities.

PRIMARY RESPONSIBILITIES:

- Undertake AMS activities within HNGV under supervision of the AMS pharmacist mentor, and in partnership with the HNGV pharmacy department
- Work with the AMS Pharmacist Mentor and HNGV Pharmacists to effectively communicate with clinicians within HNGV, liaising with medical officers and other clinical staff to ensure antibiotics are used effectively and judiciously
- Assist with collection of data on quality use of medicines, specifically antibiotics
- In cooperation with the HNGV Pharmacy Department, generate antimicrobial consumption and usage reports, with the purpose of improving future antibiotic use

VISIT US

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- Understand Timor-Leste pharmacy regulations and practices and communicate with the AMS pharmacist mentor regarding these
- Work with the AMS Pharmacist Mentor, HNGV Pharmacists and INFPM to improve supply of antibiotics within HNGV and understand issues of supply to referral hospitals
- Assist in the development of AMS training documents
- Contribute to delivery of training and education relevant to AMS in HNGV and referral hospitals
- Assist in surveys of antimicrobial use, under the direction of the AMS pharmacist mentor
- Any other tasks as reasonably requested by the supervisor

SELECTION CRITERIA:

1	Qualifications:	<ul style="list-style-type: none"> • University degree in Pharmacy, Pharmaceutical Sciences or related field
2	Essential Criteria:	<ul style="list-style-type: none"> • Minimum of 3 years of previous job experience relevant to the position • Fluent in Tetun and English • Excellent communication skills • Demonstrated ability to work effectively as part of a team • Experience in the use of computers and office software packages (MS Word, Excel etc) • Proven ability to work collaboratively and effectively as part of a team. • Fluent in Tetum, with moderate English language ability • Demonstrated ability to work independently in achieving work tasks • Effective organization skills, time management and flexibility with work tasks • Willingness to learn, continuously improve and respond positively to feedback and supervision • Ability to manage sensitive issues and maintain confidentiality • Hold or be able to obtain a National Police Clearance certificate • Understanding of and commitment to Menzies values, the principles of Equal Opportunity and contributing to a safe and inclusive workplace
3	Desirable Criteria:	<ul style="list-style-type: none"> • Understanding of pharmacy regulation and supply in Timor-Leste • Spanish language skills

Country Manager

Name:	Antonio Goncalves		
Signature:		Date:	4 March 2026