

CAREER OPPORTUNITY

Sindh Rural Support Organization (SRSO) is a not-for-profit organization registered under Section 42 of the Companies Act 2017. SRSO invites applications from energetic, well-qualified, and experienced individuals for the below position:

Supply Chain Officer:

Criteria:

- **Qualification:** Master's degree in Supply Chain Management / relevant field or equivalent qualification from an HEC-recognized University / Institute.
- **Experience:** Candidate must have at least three years of work experience in a relevant field.
- **Duty Station:** Position based at SRSO, District Office, Larkana.
- **Gender:** Both.
- **Knowledge & Skills Required:**

The suitable candidate is required to have expertise in the following:

- Understanding of end-to-end supply chain functions (procurement, logistics, warehousing, distribution).
- Familiarity with inventory planning, stock control, and demand forecasting.
- Proficiency in Microsoft Excel (pivot tables, formulas, data analysis)
- Excellent analytical and numerical skills.
- Data analysis and reporting skills.
- Time management skills.

Core-Responsibilities:

- Receive and inspect all incoming materials and reconcile them with purchase orders; process and distribute documentation with purchase orders; report, document, and track damages and discrepancies on orders received.
- Receive, store, and tag commodities (LLINs, RDT, ACT, Reagents, etc) and prepare commodity lists.
- Receive and store documents and files; maintain a record of approved documents.
- Ship canceled and damaged items back to vendors as appropriate.
- Deliver items for all health facilities as requested.
- Handle and document storage and transportation of hazardous materials.
- Maintain the warehouse, record area, and store area in a neat and orderly manner.
- Answer questions regarding procedures and resolve discrepancies regarding receipts, deliveries, warranties, repairs, and surplus items.
- Maintain the temperature record in storerooms.
- Data entry of FM-2 on the DHIS-2 online system every month.

SRSO provides equal opportunities to all including physically challenged candidates and marginalized community candidates. No TA/DA will be admissible and only shortlisted candidates will be contacted. The competent authority reserves the right to reject the position. Incorrect, false, or forged information and influence (Sifarish) may result in the cancellation of your candidature at any stage.

ATTENTION: Candidates shall declare while applying for the aforementioned positions that he/she was never involved in any Sexual Exploitation Abuse or any Criminal Activity in his/ her career.

For applying online, please login to SRSO Job portal by following the mentioned below link latest by August 09, 2026.

<https://srso.org.pk/careers>

Manager – Human Resource Department

Address: SRSO Complex, Near Taj Petrol Pump, Shikarpur Road, Sukkur, Sindh.