

School Nurse

I- Contract Description

- Workload : 25 -30 hours per week
- Contract type : Indonesian local contract

II- Responsibilities

- Develop and implement the school's health policies and procedures
- Provide first aid, medical care, and manage both acute and chronic health conditions
- Communicate effectively with parents regarding student health concerns, incidents, and necessary medical follow-up or home care
- Collaborate with teachers to support students with health needs and brief staff on relevant health matters
- Coordinate with school leadership and management on health issues and emergency response
- Provide professional advice on health prevention, hygiene, and safety education
- Organize and manage student healthcare services and emergency response protocols
- Conduct health education programs and workshops for students, staff, and parents
- Implement quality improvement initiatives related to student health and wellness
- Establish and maintain comprehensive health screening programs
- Coordinate with local healthcare providers and emergency services
- Maintain accurate and CONFIDENTIAL health records and documentation
- Monitor and manage the school clinic's inventory and medical resources
- Participate in school safety committee meetings and health-related events

III- Qualifications

- Minimum D3 in Nursing (Keperawatan)
- Active STR (**Surat Tanda Registrasi**), additional certifications in school nursing or public health are advantageous
- **Fluency in English is mandatory**; proficiency in French is an advantage.
- Training in **public health** and **project management**
- Experience in **health promotion within an educational setting**
- Responsive and adaptable in managing the health of students and staff
- Calm and proactive in emergency situations
- Demonstrated professionalism, confidentiality and integrity

Please submit your application documents by email to rh@frenchschooljakarta.com