



# B.P. KOIRALA MEMORIAL CANCER HOSPITAL

Bharatpur, Chitwan, Nepal

P.O. Box: 34, Tel.: 056-514601, Fax: 056-523747, Website: www.bpkmmch.gov.np

Ref. No. 305/082/083

Date: 12<sup>th</sup> August, 2025

## Vacancy Announcement

B.P. Koirala Memorial Cancer Hospital is seeking qualified Nepali professionals for a Nepal based job to help in providing support to cancer children, their family, paediatric oncology services and support paediatric oncologist in taking care of children with cancer.

**Job title:** Family Support Officer (FSO)

**Number:** one (1) on contract basis

**Job Location:** B.P. Koirala Memorial Cancer Hospital, Bharatpur, Chitwan

**Contract Duration:** Six months with possible extension

**Term:** Full Time

### Personal Specifications

Requirements	Essential	Desirable
Educational/Professional Qualifications	A Bachelor's degree in one of the following disciplines: Psychology, Social work, Anthropology, Public health or Social Sciences.	
Experience	Experience and Knowledge of working with families in a health or social care setting. Experience and knowledge of working in a multidisciplinary environment. Experience of data management and financial and narrative reporting. Understanding of the impact of serious illness. Experience of working with a diverse group of constituents, awareness and understanding of issues of privilege, oppression and marginalized communities. Knowledge and understanding of Child Safeguarding and Vulnerable Adult procedures.	Experience of working with bereaved families
Skills/Attributes:	Ability to offer empathetic, genuine and non judgment support to others. Self-awareness of one's own limitation and the awareness of when to seek support or advice from others. Ability to present complex information clearly to a range of people. Cultural awareness and respect for the religious and cultural diversity of children and their families. Proven ability to communicate sensitively and effectively at all levels both verbally and in writing.	

*B. K. Koirala*



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	<p>Ability to manage complex or conflicting priorities in a pressured environment.</p> <p>Ability to challenge where necessary.</p> <p>Person centered approach to work.</p> <p>Ability to deal with stressful situations and offer appropriate support to others.</p> <p>Time management and organizational skills.</p> <p>Desire to develop skills in this field.</p> <p>Understanding of data protection and the ability to maintain confidentiality.</p> <p>Supportive, Team player and Resourceful.</p>	
Technical skills:	<p>Computer literate.</p> <p>Experience of Microsoft office Packages.</p> <p>Experience of working with databases.</p>	

Interested Candidate should send CV, including a scanned copy of the highest degree awarded, a description of previous experience and a covering letter mentioning the interest in this project to [directorbpkmch@gmail.com](mailto:directorbpkmch@gmail.com) or submit the documents in the printed form to the administration section of BPKMCH, Bharatpur, Nepal. Application should be submitted no later than August 26, 2025.

  
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Dr. Shivaji Poudel  
Executive Director