General Table Technical Skills

Technical Skill

Level 1

Under Supervision

Applies policies and tools, implements processes with few mistakes and regular supervision

For more info please consult

Level 2

Autonomous

Implements policies, tools and processes autonomously with no major mistakes. Proposes improvements. Calls for assistance when needed. Little supervision required

Level 3

Master

Masters the subject fully. Is able to implement the necessary policies, tools and processes independently with little assistance and major mistakes. Proposes improvements. Provides support to colleagues. No supervision required

Level 4

Expert

Is able to implement all the necessary tools independently with no assistance or major mistakes. Proposes improvements. Is the referent person, required for his/her expertise

Level 5

Expert+

Data management

Level 1

Under Supervision

Able to archive files according to MSF protocols

Able to compile simple and repetitive reportsL1 Able to archive files according to MSF protocols

Able to compile simple and repetitive reports

Level 2

Autonomous

Able to provide routine data analysis

Level 3

Master

Able to analyze complex and heterogeneous data

Able to ensure data quality controlL3 Able to analyze complex and heterogeneous data

Able to ensure data quality control

Level 4

Expert

Able to elaborate, manage and analyze a vast database (medical and non medical)

Mastery of statistical formulas and tools

Able to design data collection toolsL4 Able to elaborate, manage and analyze a vast database (medical and non medical)

Mastery of statistical formulas and tools

Able to design data collection tools

Person / material hygiene

Level 1

Under Supervision

Capacity to ensure adequate use of Personal Protective Equipment (PPE)

Level 2

Autonomous

Able to supervise use of PPE in a service or department

Level 3

Master

Audit and/or design PPE implementation

Level 4

Expert

Able to design/identify tools and new materials for PPE

Infection control

Level 1

Under Supervision

Knowledge and respect of universal standard precautions

Knowledge and respect of disinfection material guidelinesL1 Knowledge and respect of universal standard precautions

Knowledge and respect of disinfection material guidelines

Level 2

Autonomous

Be able to perform a basic sterilization process

Level 3

Master

Understanding of bio-hazard risk (secure waste disposal)

Appropriation of MSF Infection control protocols and proceduresL3 Understanding of bio-hazard risk (secure waste disposal)

Appropriation of MSF Infection control protocols and procedures

Level 4

Expert

Able to provide quality control mechanisms for infection control measures

Level 5

Expert +

Able to design a hole infection control plan specialized department (e.g: OT or TB ward)

Mastery of all sterilization processes and procedures (sterilization, asepsis, disinfection)

Mastery of instrument flow (clean and dirty flow)L5 - Able to design a hole infection control plan specialized department (e.g: OT or TB ward)

Mastery of all sterilization processes and procedures (sterilization, asepsis, disinfection)

Mastery of instrument flow (clean and dirty flow)

Food Hygiene

Level 1

Under Supervision

Capable to implement basic food hygiene principles (cleaning, storage)

Understand principle of food transformation(process, transformation, storage)L1 Capable to implement basic food hygiene principles (cleaning, storage)

Understand principle of food transformation(process, transformation, storage)

Level 2

Autonomous

Able to respect appropriate storage practices according to MSF standards

Level 3

Master

Able to provide quality control mechanisms for propoer storage practices according to MSF standards

Level 4

Patient handling

Level 1

Under Supervision

Capable to implement basic patient handling procedures (ref. Red Cross guidelines)

Level 2

Autonomous

Capacity to compensate patient disability (moving, feeding, toileting)

Level 3

Master

Audit and/or design patient handling process or procedure (e.g: ergonomic)

Level 4

Medical vocabulary

Level 1

Under Supervision

Able to understand basic medical vocabulary about patient conditions

Level 2

Autonomous

Knowledge of the most common technical medical terms

Level 3

Master

Familiar with MSF medical catalogue (families: drugs, infusions, material, consumables, etc.)

Level 4

Expert

Master medical jargon

Pharmacy

Level 1

Under Supervision

Understanding of common pharmaceutical vocabulary

Knowledge of pharmacy management softwareL1 Understanding of common pharmaceutical vocabulary

Knowledge of pharmacy management software

Level 2

Autonomous

Knowledge of possible drug side effects and interactions for most common drugs

Able to explain drug administration routes to patients

Knowledge of MSF drug management (right treatment of dangerous drugs, etc.)L2 Knowledge of possible drug side effects and interactions for most common drugs

Able to explain drug administration routes to patients

Knowledge of MSF drug management (right treatment of dangerous drugs, etc.)

Level 3

Master

Able to issue accurate drug prescriptions

Level 4

Expert

Able to perform rational use of prescription analysis

Able to ensure quality control on drug management

Knowledge of drugs: action, interaction and side effects

Able to evaluate the quality level of patient therapy education

Mastery of pharmacy management softwareL4 Able to perform rational use of prescription analysis

Able to ensure quality control on drug management

Knowledge of drugs: action, interaction and side effects

Able to evaluate the quality level of patient therapy education

Mastery of pharmacy management software

Level 5

Exper +

Licensed pharmacist

Stock

Level 1

Under Supervision

Able to manage ward/OT material stock (inventory, refilling)

Able to evaluate equipment status (availability, functioning)

L1 able to manage ward/OT material stock (inventory, refilling)

Able to evaluate equipment status (availability, functioning)

Level 2

Autonomous

Knowledge of stock management principles (stock out risk, calculation of stock level, alarm follow-up)

Able to use MSF supply software at project level

Familiar with cold chain principlesL2 Knowledge of stock management principles (stock out risk, calculation of stock level, alarm follow-up)

Able to use MSF supply software at project level

Familiar with cold chain principles

Level 3

Master

Capacity to manage a country/central medical stock

Level 4

Counseling

Level 1

Under Supervision

Able to perform basic counseling and/or educational sessions under supervision

Able to identify cases presenting psycho-social problems

Level 2

Autonomous

Able to use advanced counseling technics (group and individual) autonomously

Able to perform adapted screening/identify psychosocial needs and to answer according to MSF protocols

Level 3

Master

Able to provide training in counseling and technical supervision on counseling sessions (group and individual)

Able to make diagnosis and to provide appropriate psycho-social intervention accordingly

Able to develop counseling tools

Able to define, implement and coordinate counseling/psycho-social/education activities

Level 4

Expert

Able to provide expertise in counseling

Able to develop counseling guidelines/specific intervention model

Social Sciences methodology

Level 1

Under Supervision

Able to administrate a quantitative questionnaire (interviewer)

Able to administrate socio-economical closed questionnaire

Able to collaborate in the mapping of a geographical area

Able to collaborate in the mapping of the different actors, organization, etc

Level 2

Autonomous

Able to collect data using social sciences techniques such as semi structured interview, focus group discussion, etc. and write a report with practical recommendations for the project

Level 3

Master

Able to conduct a qualitative survey to establish a comprehensive baseline during the assessment phase (methodology, analysis and report writing)

Able to conduct a qualitative study in the framework of operational research (methodology, analysis and article writing)

Level 4

Expert

Able to conduct a qualitative and/or quantitative survey to establish a comprehensive baseline during the assessment phase (methodology, analysis and report writing)

Able to conduct a qualitative and/ or quantitative study in the framework of operational research (methodology, analysis and article writing)

Health promotion

Level 1

Under Supervision

Perform basic HP activities of prevention and mobilization

Manage no more than 1 or 2 HP approaches (including animation techniques)

Manage no more than 1 or 2 medical topic (for instance : cholera)

Level 2

Autonomous

Perform all HP activities of prevention, education and mobilization

Apply a range of different approaches to HP (3 different approaches and more).

Knowledge of socio-economical context, capacity to identify its key people and to make them sensitive to MSF objectives

Manage a range of medical topic (three or more)

Adapt the existing messages and tools to the context

Level 3

Master

Design a comprehensive HP strategy, create and adapt all HP tools and techniques : visual support, content support (guidelines, manuals), trainings, games etc.

Level 4

Expert

Provide expertise in terms of HP

Give a general overview of HP activities in the different fields and capitalize the experiences. production of appropriate tools answering the need of the projects.

Nutrition

Level 1

Under Supervision

Understand of therapeutic feeding principles

Level 2

Autonomous

Knowledge of basic nutritional principles (examples)

Able to perform nutritional evaluation (screening, food security)

Level 3

Master

Knowledge of administration therapeutic techniques (mouth, spoon, NG tube, sucking technique)

Knowledge of MSF nutrition protocols, guidelines and therapeutic choicesL3 Knowledge of administration therapeutic techniques (mouth, spoon, NG tube, sucking technique)

Knowledge of MSF nutrition protocols, guidelines and therapeutic choices

Level 4

Expert

Knowledge of malnutrition management principles

Able to perform admission of malnourished children in the program (check-up at admission, prescription)

Level 5

Expert +

Master Nutrition

Clinical competence

Level 1

Under Supervision

Basic knowledge of normal physiology

Able to identify abnormal (pathological) cases

Level 2

Autonomous

Able to assess physiological status (vital signs or mental health basic evaluation)

Level 3

Master

Able to identify basic pathological conditions (apathy, anorexia, see jd…)

Capacity to address to specific medical conditions (hypothermia and fever)

Level 4

Expert

Knowledge of MS protocols, guidelines and therapeutic choices

Basic level of clinical consultation (diagnosis, treatment, follow-up) for simple pathologies (malaria, diarrhea, respiratory infections)

Able to perform clinical triage at admission

Advanced level of nursing procedures (dressing, IV, cannulisation, fluid monitoring)

Level 5

Expert +

Able to follow a correct medical consultation process (anamnesis, clinical exams, differential diagnostic, possible additional exams, diagnosis and prescription)

Capacity to perform a diagnosis without full technical support (limited or no access to 2nd level exams)

Able to perform clinical triage and admission according to MSF criteria

Able to write a comprehensive report of activities

Anesthesia

Level 1

Under Supervision

Able to perform basic local anesthesia

Knowledge of anesthetic drugs for local anesthesia

Level 2

Autonomous

Able to assess pre-operative patient conditions

Autonomous in the use of specific anesthesiology drugs (some examples?)

Autonomous in the use of all biomedical devices related to anesthesia and patient monitoring

Able to organize an OT (flow, drug, refilling routines)

Able to ensure provision of care in pre-per and post operative care

Able to run a recovery room, intensive care unit (level 0 - 1 according to MSF protocol)

Knowledge of MSF anesthesia protocols, procedures and tools

Level 3

Master

Able to assess pre-operative patient conditions

Mastery in the use of specific anesthesiology drugs(examples)

Mastery in the use of all biomedical devices related to anesthesia and patient monitoring

Able to organize OT processes(flow, drug, refilling routines)

Able to ensure provision of care in pre-per and post operative care

Able to run a recovery room, intensive care unit (level 0 - 1 according to MSF protocol)

Level 4

Expert

University degree in Anesthesia

Level 5

Expert +

Bub-specialization in anesthesia

OT Nurse / staff

Level 1

Under Supervision

Able to identify and prepare all surgical sets

Mastery of circulating nursing roles (organization of work within an OT)

Able to assist surgeon during the operation

Level 2

Autonomous

Able to ensure high technical quality standards in OT and post-op (ward round, follow-up of complex cases, etc.)

Appropriation of MSF surgical protocols and procedures

Level 3

Master

Audit an OT set-up and implement required improvement.

Level 4

Epidemiology

Level 1

Under Supervision

Knowledge of medical epidemiology principles (mortality, morbidity, evolution of out brakes)

Level 2

Autonomous

Master techniques about epidemiological surveillance system monitoring and investigations

Level 3

Master

Master techniques about epidemiological research

Level 4

Expert

Master in epidemiology or equivalent

Lab

Level 1

Under Supervision

Knowledge of laboratory equipment and organization

Level 2

Autonomous

Able to use rapid diagnostic tests (malaria, syphilis, hemoglobin, glucose, etc)

Level 3

Master

Knowledge of safe transfusion practices

Knowledge of laboratory testing (indication, handling, performing, delivery)

Knowledge of Lab monitoring software (EPItrip, etc.)

Level 4

Expert

Able to manage quality control processes for Lab (test, data, SOP)

Level 5

Expert +

Sub-specialization in lab technique (e.g: microbiology)

Public health

Level 1

Under Supervision

Knowledge on health system functioning

Knowledge on health policy design

Level 2

Autonomous

Knowledge on health system financing methods

Level 3

Master

Able to analyze health system functioning

Level 4

Bio Med

Level 1

Under Supervision

Knowledge of MSF biomedical maintenance protocol: use and monitoring/functioning

Level 2

Autonomous

Capacity to provide basic periodic maintenance of biomedical device

Level 3

Master

Trouble shouting capacity for most of the device present in the mission

Level 4

Expert

Capacity to participate to device sourcing

SRH

Level 1

Under Supervision

Knowledge of standard ante natal, delivery and post partum conditions

Level 2

Autonomous

Able to identify SGBV victims and handle post exposure prophylaxis

Level 3

Master

Capacity to manage an eutocic delivery: (labor identification and follow-up, delivery and postpartum activities)

Able to perform a first neonatal checkup

Able to conduct a neonatal reanimation

Able to recognize complication during pregnancy period, delivery and post-partum

Level 4

Expert

Advanced obstetric competencies: take charge of gemellary pregnancy and delivery, breech delivery, shoulder dystocia, use of ventouses, disinfibulation, artificial removal of the placenta

Able to take charge of abortions caused by manual vacuum aspiration (MVA)

Able to implant and remove an implant and IUD (intra-uterine device)

Able to take charge of SGBV victims

Able to handle sexually transmitted infection through syndromic approach

Level 5

Expert +

Mastery of normal and dystocic deliveries

Able to use echography

Mastery of family planning techniques

Able to perform cesarean section, hysterectomy (post-partum), craniotomy/decapitation

Knowledge of MSF SRHC protocols, guidelines and therapeutic choices

HIV

Level 1

Under Supervision

Basic theoretical knowledge of HIV and TB (symptoms, disease steps, treatment)

Able to perform clinical consultation of HIV/TB patients

Knowledge of MSF HIV/TB protocols, guidelines and therapeutic choices

MW Be able to design and implement an PMTCT program

Level 2

Autonomous

Capacity to manage complex cases and second-line prescriptions

Knowledge of MSF HIV protocols, procedures and therapeutic choices

Level 3

Level 4

Emergency

Level 1

Under Supervision

Appropriation of existing MSF emergency guidelines (meningitis, cholera, hemorrhagic fever, etc.)

Level 2

Autonomous

Knowledge of MSF emergency protocols, procedures and therapeutic choices

Level 3

Level 4

PHC

Level 1

Under Supervision

Knowledge of local pathologies and of their treatment by the local traditional medicine

Capacity to foresee and plan preventive activities (vaccination, pre-natal screening, family planning)

Capacity to assess a health center (infrastructure, equipment, hygiene, quality of care) and to propose improvements

Level 2

Autonomous

Able to validate therapeutic protocols

Able to design a coherent referent system (reference criteria identification, reference structure validation/network, referred case follow-up system)

Level 3

Level 4

Hospital

Level 1

Under Supervision

NURSE Knowledge of technical support services (sterilization, laundry, kitchen) in terms of organization, processes and standard service level.

Capacity to assess the functioning of a service (infrastructure, equipment, hygiene, resources) and to propose improvements

Familiar with the notion of flow (patient, visitor, material, food, etc.) and ability to detect bottlenecks

MD Able to ensure a correct hospitalization process follow-up (ward round, case history management, presentation and discussion of complex cases)

Level 2

Level 3

Level 4

Generated at 2026-11-01 22:01:42 +0000

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