
MISSION IN COLOMBIA JOB OPENING

Internal / External

Job Title & Level:	Medical Officer, NO-C
Department/Office:	UN MISSION IN COLOMBIA / OFFICE OF THE CHIEF SUPPLY CHAIN AND SERVICE DELIVERY
Location:	BOGOTA, COLOMBIA
Posting Period:	23 – 29 June 2016
Job Opening Number:	MC-NJO-2016-021

UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

The Human Resources Section Invites all interested and qualified candidates to apply for the announced position. All interested Candidates should submit their applications (Personal History Profile – P11) to the Recruitment Unit via email MCrecruitment@un.org

Important Notice: Applicants are required to submit only the P-11 form at this time, so please do not submit any additional documents such as Curriculum Vitae or educational certificates. These documents will be requested only from those candidates who have successfully passed the assessment/interview process.

Organizational Setting and Reporting

This position is located in the Office of the Chief Supply Chain and Service Delivery of the Mision de las Naciones Unidas en Colombia at Mission Headquarters in Bogota, Colombia. The Medical Officer reports to the Chief Supply Chain and Service Delivery and has a functional reporting relationship to the Medical Director, Medical Service Division.

Responsibilities:

Under the overall direction of the Chief Supply Chain and Service Delivery and within limits of delegated authority, the Medical Officer will be responsible for the following duties:

Clinical Duties:

- Is the first medical contact for UN personnel in the mission and refers staff to outside specialists as necessary.

- Follows-up with outside specialists.
- Provides health education and health promotion programs as necessary
- Participates in addressing work environment and occupational health issues.

Medical administrative duties:

- Liaises with the host-nation medical facilities as appropriate.
- Follows the United Nations established policies and procedures regarding medical evacuations/repatriations when needed.
- Monitors and tracks medical and casualty evacuations, hospital admissions and related procedures including reviewing medical claims, invoices, etc.

SUPERVISORY ADMINISTRATION:

- Manages day-to-day mission medical support operations by ensuring availability of medical supplies and proper functioning of medical equipment.
- Ensures appropriate training programs are implemented in order to maintain and develop the medical capabilities (e.g. health education, HIV/AIDS prevention, first aid and CPR as necessary).

GENERAL:

- Performs other related duties as required.

Competencies:

PROFESSIONALISM: Knowledge of clinical, occupational and tropical/travel medicine. Formal training in CPR and, preferably in BCLS and ACLS or equivalent emergency medical care. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

TEAMWORK: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

PLANNING & ORGANIZING: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows

for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

ACCOUNTABILITY: Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

Education:

Current registration without restrictions to practice medicine in own country or another UN member state is required. Doctorate in Medicine (MD) or equivalent qualification is required. Post graduate training in one of the clinical medical specialties MD (or equivalent) degree along with qualifying experience may be accepted in lieu of post graduate training.

Work Experience:

A minimum of five (5) years of progressively responsible clinical experience in one of the areas of medicine is required. Experience in Peace-keeping missions, humanitarian relief operations, military or similar environments is an advantage.

Languages

English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English and Spanish (both oral and written) is required.