

Posting Title : MEDICAL OFFICER, P4
Job Code Title : MEDICAL OFFICER
Department/ Office : United Nations Interim Force in Lebanon
Location : NAQOURA
Posting Period : 19 November 2021-18 December 2021
Job Opening number : 21-Medical-UNIFIL-165987-R-NAQOURA (M)
Staffing Exercise : N/A

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Org. Setting and Reporting

This position is located in the Medical Section, United Nations Interim Force in Lebanon (UNIFIL), Naqoura. The incumbent will report to the Chief Medical Officer.

Responsibilities

Within delegated authority, the Medical Officer will be responsible for the following duties:

Clinical Duties:

- Undertakes day-to-day clinical duties, e.g. walk-in clinic, emergencies, etc.
- Undertakes day-to-day occupational health duties: pre-placement and periodic medical examinations.
- Prepares UN staff for travelling by providing immunizations, malaria prophylaxis, travel kits, etc.
- Refers staff to outside specialists as necessary.
- Follows-up with outside specialists.
- Provides health education and health promotion programs.
- Organizes/Participates in addressing work environment and occupational health issues.
- Assist in management and control of Infectious diseases outbreak

Medico Administrative Duties:

- Assist Chief Medical Officer in following United Nations established policies and procedures regarding medical clearances , sick leave approval, repatriation, agreed termination and documentation for disability assessment.
- Advises administration on medical standards for recruitment and medical, evacuations/repatriations as per United Nations policies and guidelines .
- Participates in drafting and implementation of business continuity and crises preparedness plans for the duty station/mission.
- Manages/Supports day-to-day operations.
- Deputizes for the Chief Medical Officer during his/her absence.

Supervisory Administration:

- Supervises laboratory technicians, pharmacy team, nurses and medical administrative staff (Civilians and Military).
- Ensures availability of drugs, laboratory

reagents and 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). General:• Performs other related duties as required

Competencies

Professionalism: Demonstrated in-depth knowledge and recent hands on experience in all aspects of clinical medicine. Demonstrated ability to manage multi-disciplinary healthcare teams; ability to work under extreme pressure, on occasion in a highly stressful environment. 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 and 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. **Client orientation:** Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view. Establishes and maintains productive partnerships with clients by gaining their trust and respect. Identifies clients' needs and matches them to appropriate solutions. Monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems. Keeps clients informed of progress or setbacks in projects. Meets timeline for delivery of products or services to client. **Leadership:** Serves as a role model that other people want to follow. Empowers others to translate vision into results. Is proactive in developing strategies to accomplish objectives. Establishes and maintains relationships with a broad range of people to understand needs and gain support. Anticipates and resolves conflicts by pursuing mutually agreeable solutions. Drives for change and improvement; does not accept the status quo. Shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.

Education

Doctorate in Medicine or equivalent in Medicine (MD) is required. Masters in any of the clinical specialties is desirable.

Job Specific Qualifications

Certification in disaster management is desirable. Certification in Public Health is desirable.

Work Experience

A minimum of seven years of progressively responsible clinical experience in one of the areas of medicine is required. A minimum of five years of experience in medico-administrative experience in international organization company is required. Professional experience in leading Medical Evacuation/Causality Evacuation process is required.

Languages

English and French are the working languages of the United Nations Secretariat. For the position(s) advertised, fluency in English is required. Knowledge of another official United Nations language is an advantage.

Assessment

Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.

Special Notice

Applying to this job opening carries an expectation to accept the offer, if selected. The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures. An impeccable record for integrity and professional ethical standards is essential. This is a Position Specific Job Opening (PSJO), where successful candidates would be placed on the roster following a review by a United Nations Central Review Body. The United Nations Secretariat is committed to achieving 50/50 gender balance and geographical diversity in its staff. Female candidates are strongly encouraged to apply for this position.

United Nations Considerations

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation, sexual abuse, or sexual harassment, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term "sexual abuse" means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. The term "sexual harassment" means any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment, and when the gravity of the conduct warrants the termination of the perpetrator's working relationship. Candidates who have committed crimes other than minor traffic offences may not be considered for employment. Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. The United Nations Secretariat is a non-smoking environment. The paramount consideration in the appointment, transfer, or promotion of staff shall be the necessity of securing the highest standards of efficiency, competence, and integrity. By accepting an offer of appointment, United Nations staff members are subject to the authority of the Secretary-General and assignment by him or her to any activities or offices of the United Nations in accordance with staff regulation 1.2 (c). In this context, all internationally recruited staff members shall be required to move periodically to discharge new functions within or across duty stations under conditions established by the Secretary-General. Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the Manual for the Applicant, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of the inspira account-holder homepage. The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application. Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (New York time) on the deadline date.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.