



# STAFFING AND RECRUITMENT

IOM HUMAN RESOURCES

IOM is looking for **Migration Health Physician – Health Assessment Programs (NOB)** according to the Terms of Reference below. Interested applicants are invited to apply by **2 May 2023** at the latest, referring to the vacancy notice ref. code on the e-mail subject header.

## OPEN TO INTERNAL & EXTERNAL CANDIDATES

|                        |  |                                 |  |
|------------------------|--|---------------------------------|--|
| <b>Reference Code:</b> | VN-42/2023/S-BD1                         | <b>Position Title:</b>          | Migration Health Physician – Health Assessment Programs (Multiple Positions) |
| <b>Duty Station:</b>   | Multiple duty station Ukhia/Teknaf/Dhaka | <b>Estimated Starting Date:</b> | As soon as possible  |
| <b>Classification:</b> | NO-B (UN Salary Scale)                   | <b>Type of Appointment:</b>     | One Year Fixed Term (with possibility of extension)                          |
| <b>Unit:</b>           | Medical Health Division                  |                                 |  |

### General Functions:

Under the overall supervision of the Chief of Mission (CoM) and the direct supervision of the Chief Migration Health Officer, the successful candidate will be responsible for the carrying out the following duties and responsibilities in relation to the Migration Health Assessment Centre (MHAC) in Ukhia/Teknaf, Dhaka, Bangladesh.

### Responsibilities and Accountabilities:

1. Ensure the efficient daily operations of the Migration Health Assessment Center (MHAC), in close coordination with the Chief Migration Health Officer (CMHO).
2. Conduct the Ukhia/Teknaf MHAC's migration health assessment process to fulfil the technical requirements of the resettlement countries in the areas of:
  - a. Medical examinations;
  - b. Imaging;
  - c. Laboratory testing;
  - d. Vaccinations;
  - e. TB management;
  - f. Treatment and referrals;
  - g. Pre-departure procedures and medical movements;
  - h. Documentation, certification and information transmission; and,
  - i. Other technical areas as may be required
3. Ensure proper identification of refugees and migrants during the health assessment and record all relevant health information in standard forms; ensuring completeness and accuracy of the recorded information.
4. Perform treatment for TB and sexually transmitted infections and provide support to the HIV and counselling activities. Oversee and coordinate the management of TB cases to ensure effective TB treatment.

5. Oversee and coordinate accurate and effective provision of immunization and presumptive treatment programmes in full compliance with the technical guidelines and protocols of the resettlement countries. Assist CMHO in monitoring, supervising and educating all staff in the delivery of these programmes.
6. Contribute to and maintain a system of quality improvement for each service area within the MHAC. Undertake quality control activities on a regular basis, including practice observation, desk audits and use of self-assessment tools. Use data analysis and web reporting system to monitor performance indicators. Ensure implementation of the global IOM Standard Operating Procedures (SOPs); create and implement Ukhia MHAC specific SOPs for each service area. Ensure proper reporting and management of incidents according to the Guidance Note for Incident Management.
7. Organize systematic collection, processing and analyses of migration health data according to guidelines established by the CMHO. Ensure data quality. Provide periodic, as well as ad-hoc reporting to the CMHO for Migration Health activities.
8. Ensure that all data related to health assessment programmes is appropriately entered to Migrant Management Operational System Application (MiMOSA) and other related databases.
9. Oversee the financial aspects of the MHAC in close coordination with the mission's finance staff: supervise budget preparation, suggest adjustments and cost-effective solutions, and review financial reports.
10. Provide oversight and coordinate the procurement of medical equipment, vaccines, medications and other medical supplies in coordination with the CMHO and the Resource Management Unit.
11. Perform such other duties as may be assigned by the Supervisor.

#### **Education, Experience, Skills and Language:**

- University degree in Medicine from an accredited academic institution with at least four years of professional work experience.
- Minimum of four (4) years, post-graduation, (post internship in countries with mandatory internship programs) continuous clinical experience, preferably in a multidisciplinary hospital setting. The last clinical posting should be within the last five years; and,
- Valid license to practice within country is mandatory.
- Excellent technical skills and ability to apply knowledge in to practice is required.
- Adequate computer skills and ability to use MS Office Applications is required.
- Fluency in English & Bengali is required. Working knowledge of Chitagonian dialect is desirable.

#### **Method of Application:**

##### **External candidates:**

Send the application to [IOMBangladeshJobs\\_External@iom.int](mailto:IOMBangladeshJobs_External@iom.int) ; the subject line should mention the reference code [VN-42/2023/S-BD1: Migration Health Physician – Health Assessment Programs \(NOB\)](#). The following documents must be attached:

(i) **Application Letter/Cover Letter**

(ii) **Curriculum Vitae**

(iii) **Personal History Form (PHF) which can be downloaded from the IOM Dhaka website:**

<https://bangladesh.iom.int>

(iv) **Scan copy of Photo**

##### **Internal candidates:**

The PERN must be indicated in the **Personal History Form (PHF) for the reviewer to determine that it is an internal application.**

Applications are sent to [IOMBangladeshJobs\\_Internal@iom.int](mailto:IOMBangladeshJobs_Internal@iom.int) ; the subject line should mention the reference code [VN-42/2023/S-BD1; Migration Health Physician – Health Assessment Programs \(NOB\)](#). [The following documents must be attached:](#)

(v) *Application Letter/Cover Letter*

(vi) *Curriculum Vitae*

(vii) *Personal History Form (PHF) which can be downloaded from the IOM Dhaka website:*

<https://bangladesh.iom.int>

(viii) *Scan copy of Photo*

**APPLICATION WITHOUT PROPER REFERENCE CODE MENTIONED ABOVE AND INCOMPLETE APPLICATION WILL BE DISREGARDED**

**Any attempt for persuasion will be considered as a disqualification.**

**Due to volume of applications received, only short-listed candidates will be called for further assessment. *Note for internal candidates:***

*with refer to IN233 and Clause 7.5 of IOM Recruitment Policy:*

*Staff members selected for a VN/SVN in his or her same category at one grade higher than his or her personal grade shall be appointed at the advertised grade. A staff member selected for a VN/SVN to a position which is two grades higher than the staff member's current grade, will be appointed at the interim grade, and six months later at the higher grade.*