The mission of WHO is the attainment by all peoples of the highest possible level of health.

Vacancy Notice No: CAT 1 (TB-9)/ SSA
Title: Medical Officer (Upazila Health Complex)
Duration of contract: Initially one year (may be extendable)
Contract type: Special Services Agreement
Level: SSA 8

Date: 27/09/2018
Application Deadline: 11/10/2018
Duty Station: Anywhere in Bangladesh
Organization unit: Country Office for Bangladesh

OBJECTIVES OF THE PROGRAMME:

The overall objective of the Programme is to support MOH&FW for strengthening the health sector capacity to manage TB treatment and coordination on delivering quality TB services in Cox’s Bazar.

PURPOSE OF THE ACTIVITY:

To support the Civil Surgeon at the district hospital in Cox’s Bazar.

SUMMARY OF ASSIGNED DUTIES:

Under the overall guidance of the WHO Representative to Bangladesh and direct supervision of the WHO Medical Officer, the incumbent will support the activities through carrying out the following duties:

- Responsible for overall coordination of activities of NTP in Ukia and the camp in Cox’s Bazar district.
- Ensure quality assured of Diagnostics services (AFB microscopy, X-ray, GeneXpert)
- Ensure referral of suspects, sustain and enhance DOTS for TB patients in Ukia UHC and the camps.
- Supervise TLCA/assigned persons in UHC and field supervisor in the camps to improve case detection, treatment success, recording and regular reporting of cases
- Coordinate, supervise and monitor management of DR TB, TB HIV collaborative activities in line with the national guideline.
- Ensure ASCM activities in Cox’s Bazar to promote self-reporting and treatment compliance of TB patients.
- Take part in regular supervision of emergency response for TB and regular NTP at the UHC and field levels.
- Assist DMO for organizing regular coordination meeting.
- Submit monthly report and a final draft report to WHO Bangladesh.

REQUIRED QUALIFICATIONS

Education:

Essential:
- MBBS from a recognized Medical College with valid Bangladesh Medical & Dental Council registration or four years Bachelor degree in relevant field. Post graduate / Master’s degree in relevant field.

Desirable:
- Training on TB control.

Experience:

Essential:
- Thorough knowledge of implementation and management of country wide health related WHO-GoB collaborative programme. Demonstrated ability to work in harmony with national/international staff/expert. Excellent writing skills including ability to present technical information, ability to produce results.
Desirable:
- Good knowledge of WHO/UN/NGO administrative and financial rules, processes and procedures.

Functional Knowledge and Skills:

Essential:
- Thorough knowledge of implementation and management of country wide health related WHO-GoB collaborative programme. Demonstrated ability to work in harmony with national/international staff/expert. Excellent writing skills including ability to present technical information, ability to produce results.

Desirable:
- Good knowledge of WHO/UN/NGO administrative and financial rules, processes and procedures.

Competencies:
- Teamwork
- Respecting and promoting individual and cultural differences
- Communication
- Ensuring the Effective Use of Resources.
- Creating an Empowering and Motivating Environment.

Languages:
Excellent knowledge of written and spoken English and local language (Bangla)

Computer Literacy:
- MS Office Packages. Basic knowledge in Office 2010 or more. Familiarity with MS office environment. Presentation skills and or training skills in an asset.

Salary & other Benefits:
- Annual salary range: BDT 15,98,268 =/ 19,90,536 /=

- Other benefits: WHO offers locally competitive packages such as- Health Insurance; Accident and illness insurance; Annual Leave (18 days per year); Sick leave (12 days per year); WHO and Government Holidays, Compensatory Time Off etc.

NOTE:
1. A Personal History Form (PHF) should be downloaded from http://www.searo.who.int/bangladesh/about/employment/en/ and duly filled against the position.
2. Applicants should submit a brief resume of their relevant experience, explaining reasons for being suitable of the post, together with completed PHF, screening questions, and scanned copies of educational certificates. The email and the attachment should not be exceeding 1 MB.
3. Please send your application via email to sebanrecruitment@who.int.
4. A written test using computer and interview will be held only for qualifying candidates.
5. We regret that due to large volume of applications normally received, applications cannot be acknowledged individually.
6. This vacancy is open to Bangladeshi Nationals (all genders) only. Qualified female candidates are encouraged to apply.

"WHO is committed to workforce diversity”. “Any attempt to unduly influence on WHO’s selection process will lead to automatic disqualification of the applicant.”

WHO has a smoke-free environment and does not recruit smokers or other tobacco users.
VERIFICATION OF DATE AND PLACE OF APPLICATION TO VACANCY

You are submitting your application for the following vacancy:
Medical Officer (Upazila Health Complex)
Contract Type: Special Services Agreement, Level SSA-8
Ref: CAT 1 (TB-9)/ SSA

I confirm that my Personal History Form has been properly updated and that I am submitting my application for the vacancy mentioned above.

   Yes □  No □

Kindly respond to the questions below to the best of your ability.

1. Do you smoke or use tobacco products?
   Yes □  No □

2. If you currently smoke or use tobacco products, would you continue to do so if employed by WHO? (If you responded No to the question above, answer No here)
   Yes □  No □

5. Do you have Medical Graduate (MBBS) or four years Bachelor degree in relevant field?
   Yes □  No □

6. Do you have at least 5 years’ experience in public health field?
   Yes □  No □

7. Do you have any relatives working with WHO? If yes, please give details below:
   Yes □  No □

8. Have you ever faced any harassment case?
   Yes □  No □

If yes, explain:

I certify that the statements made by me in my personal profile are true, complete and correct. I understand that any false or misleading statement, or withholding relevant information, may provide grounds for the withdrawal of any offer of appointment or the termination of employment.

Date: .............................. Full Name: ..............................

Place: .............................. Signature: ..............................