



IOM International Organization for Migration

## SHORT VACANCY NOTICE

### Open to Internal & External Candidates

Position	: <b>NATIONAL MIGRATION HEALTH PHYSICIAN</b>
Organizational Unit	: <b>Migration Health Assessment Center (MHAC)</b>
Duty Station	: <b>Lagos</b>
IOM Classification	: <b>NOA (NGN 986,190.00 per month)</b>
Type of Appointment	: <b>Special Short Term (SST) Grade Equivalent Contract (Renewable)</b>
SVN No.	: <b>SVN2018/36</b>
Estimated Start Date	: <b>As soon as possible</b>
Closing Date	: <b>17<sup>th</sup> June, 2018</b>

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive environment. Internal candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

### **Context:**

Working under the general supervision of the IOM Chief of Mission for administrative matters, and the direct supervision of the Chief Migration Health Physician of the IOM Lagos office for technical matters, the National Migration Health Physician will be responsible for providing clinical, administrative and project management support for migration health assessments and treatment of migrants assisted by the Organization. He/she will:

### **Core Functions / Responsibilities:**

1. Assist to coordinate and manage all the migration health activities in IOM Lagos. This includes but not limited to logistic preparation for medical screening, handling and safekeeping of individual medical files, collection of biodata and medical history, physical examination, ensuring identity checks of the applicants and confidentiality of information throughout the screening process.
2. Supervise clinical and non-clinical staff to ensure all migration health activities are performed in an effective and efficiency manner.
3. Perform migration health assessment of migrants (refugees and non-refugee immigrants) according to the country- specific immigration medical technical instructions and guidelines.
4. Assist to ensure proper identification and coding of biological samples, maintain strict client confidentiality, liaise with various health service providers to facilitate handling of biological samples, and coordinate the procedures and supervision of the collection of sputum samples for culture and sensitivity for Tuberculosis (TB).
  - a. taking photos using webcam and loading the image to the appropriate platform; and
  - b. printing of medical forms, consent forms and other necessary documents.

5. Review chest x-ray films, radiologist's reports and laboratory reports and ensure medical forms are completed as per the technical guidelines.
  6. Counsel applicants with chest x-ray findings consistent with active or inactive TB and explain diagnostic procedures for TB (sputum smears and culture).
  7. Inform applicants about clinically significant chest x-ray findings not compatible with tuberculosis and suggest follow up.
  8. Counsel applicants diagnosed with tuberculosis and refer them for treatment to the institutions of the National TB Control Program or MHAC DOT Unit and ensure proper TB treatment follow up. Provide applicants with a referral letter, copy of chest x-ray and copy of sputum smear and culture results.
  9. Counsel and refer family contacts of applicants with infectious tuberculosis for further investigation.
  10. Assist to review and sign certificates for eligible applicants.
  11. Assist with applicant registration and data entry into the appropriate IOM Global Software, if so required.
  12. Assist with the quality control/quality assurance by liaising with the service providers (radiology unit, microbiology laboratory) on a regular basis, correct minor digressions from the regular procedure, inform Chief Migration Health Physician about current or potential problems jeopardizing integrity of the program and suggest improvements and ways to optimize procedures.
- Perform any other duties as may be assigned by the supervisor.

### ***Required Qualifications and Experience***

- Master's Degree in Public Health or other related clinical specialties or University degree in Medicine with two years relevant clinical experience.
- registered to practice in Nigeria and with a valid registration license;
- Experience in administration/management an advantage.
- Continuous clinical experience in busy public or private hospitals
- Training/experience in Paediatrics, Internal Medicine or Infectious Diseases is an advantage.
- Demonstrated proficiency with Microsoft Office applications, including Excel, PowerPoint, Good knowledge of information technology and proficiency in Microsoft Office applications especially Excel, Word, PowerPoint, Publisher, and SharePoint.
- Training/experience in Paediatrics, Internal Medicine or Infectious Diseases is an advantage.
- Ability to work under stressful conditions such as heavy workloads and tight timelines.
- Willing to accept flexible work schedule.
- Attentive to details and accuracy in handling and reporting data.
- Strong communication, negotiation and problem solving skills.

### **Languages**

Fluency in **English** and Native Language; Fluency in multiple languages advantageous;

### ***Required Competencies***

#### **Behavioural**

- Accountability – takes responsibility for action and manages constructive criticisms
- Client Orientation – works effectively well with client and stakeholders
- Continuous Learning – promotes continuous learning for self and others
- Communication – listens and communicates clearly, adapting delivery to the audience
- Performance Management – identify ways and implement actions to improve performance of self and others.
- Professionalism – displays mastery of subject matter

- Teamwork – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation.
- Technological Awareness – Proactively identifies and advocates for cost-efficient technology solutions.
- Resource Mobilization – Establishes realistic resource requirements to meet IOM needs

***Other***

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Only candidates residing in the country of the duty station within commuting distance of the duty station will be considered.

Appointment will be subject to certification that the candidate is medically fit for appointment, accreditation, any residency or visa requirements, and security clearances.

Women with the above qualifications are encouraged to apply.

***How to apply:***

Interested candidates are invited to submit their applications via email to **HRNIGERIA@iom.int** indicating position applied on subject line by **Sunday 17<sup>th</sup> June 2018**

In order for the applications to be considered valid, IOM only accepts applications with a cover letter not more than one page specifying the motivation for application, addressed to **Human Resources, International Organization for Migration (IOM)** and with a subject line **SVN2018.36 Lagos. National Migration Health Physician.**

All applications should include a functional email address, mobile numbers and detailed curriculum vitae (CV).

**Please note that this position is open only to Nigerian National applicants and only shortlisted candidates will be contacted.**

***Posting period:***

From 04.06.2018 to 17.06.2018