CALL FOR EXPRESSIONS OF INTEREST

Occupational Health Doctor Consultant

Vacancy Number: IRC3493

Deadline for Applications: 10 September 2016

Tasks and responsibilities:

Purpose of the assignment
The FAO Medical Service provides preventative medical, counselling and occupational safety and health services to the staff and advice on all health related matters to the Organization, for Headquarters and the field.

Under the direct supervision of the Medical Officer, and the oversight of the Chief Medical Officer, and following the United Nations established policies and procedures, the Occupational Health Doctor Consultant will carry out the following occupational health activities and tasks, in close collaboration with the medical and travel clinic, counselling, health promotion and ergonomic units:

Clinical activities:
- Provide emergency medical care, confidential medical advice and counselling to staff during office hours. Assist the nurses with clinical work when necessary
- Coordinate and manage medical evacuations and medical travels

Occupational Health activities:
- Carry out occupational health visits to determine fitness for duty related to the process of appointment, periodical, separation examination and transfer to field duty stations
- Assist with the review and evaluation of cases related to service-incurred accidents and illnesses
- Assist with the review and management of recurring and prolonged sick-leave cases
- Process medical administrative matters, such as requests for disability, requests for special child allowance and special education grants, and coordinate Independent Medical Evaluations
- Provide back-up support as alternate Medical Adviser for the International Fund for Agricultural Development (IFAD), during the absence of the FAO Medical Officer
- Address work environment and occupational health matters, also liaising with local medical facilities. Assist in the design and development of occupational health related guidelines
- Use and contribute to the continuous development of the occupational health software (Medgate). Use the system to extract medical data and provide statistics, flowcharts and reports as required.
- Review and interpret medical data and surveys on cost and utilization pattern to evaluate the health of staff and suggest strategic initiatives and advise management on improvement and cost savings initiatives.
- Support emergency preparedness planning and response to all identified hazards at headquarters and in the field offices.

Health Promotion activities:
- Participate in the implementation of appropriate training and health promotion programs (e.g. health education, HIV/AIDS prevention, first aid and CPR)
- Assist in the preparation of travel health advisory on-line posting and dissemination of information

The Consultant will also assist the Medical Officer and the Chief Medical Officer in any other tasks as required, and will act as alternate during the absence of the Medical Officer.
Candidates should meet the following requirements:

Minimum Requirements - Education, Experience and Languages

- Doctoral degree in Medicine, including residency training preferably in Occupational Health;
- Minimum 5 years of relevant working experience including occupational health and travel medicine/tropical medicine;
- Experience with and knowledge of International Organizations/UN rules is an asset.
- Working knowledge of English (C Level) and French or Spanish. Knowledge of Italian is an asset.

Technical Skills and Knowledge:
- Extent and relevance of experience in clinical medicine and occupational health including travel medicine/tropical medicine.
- Excellent communication skills, both oral and in writing; demonstrated ability to write clear and concise reports and documents in English is considered a strong asset.
- Excellent IT skills (Office suite and any Occupational Health software); the ability to extract medical data from systems to produce statistics and reports is considered a strong asset.
- Work Experience in more than one location or area of work. Field experience is an asset.

Competencies:
- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge sharing

Terms and Conditions:
Selected candidate will be employed on a CDF.REG (Category B, consultancy contract at a competitive rate for an initial duration of 11 months, with limited benefits of Health insurance, and with the option to be extended.

Additional Information
FAO seeks gender, geographical and linguistic diversity in its staff and international consultants in order to best serve FAO Members in all regions.

All candidates should adhere to FAO values of Commitment to FAO, Respect for All and Integrity and Transparency.

How to apply
All applications are to be made through FAO’s iRecruitment system. Click on the link below to access iRecruitment, complete your online profile and apply for this Call for Expression of Interest.


In order for your application to be properly evaluated, please ensure that all sections of your iRecruitment account are completed. Incomplete applications will not be evaluated.

If you need help, or have queries, please contact: iRecruitment@fao.org