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Approved  
Inspector  
2/5/2019

## CARE South Sudan

CARE South Sudan is an International NGO working in South Sudan. CARE and its partners work with vulnerable communities to address the underlying causes of poverty and promote peace and development, through its strategic goal to reduce poverty by empowering women, enhancing access to resources and services and improving governance.

CARE South Sudan is looking for suitable candidate to fill the position of Medical Doctor.

Position:	Medical Doctor
Department:	Health
Location:	Pariang
Reports to:	Area Manager

### Purpose of the position:

The role of the Medical Doctor is to provide clinical services (medical, paediatric, surgical and obstetrics/gynecology) in a busy hospital setting of Pariang Hospital. He/she will provide clinical care to all patients at the hospital and be responsible to be on call to handle both surgical and obstetrical emergencies. Pariang Hospital has a functional theatre, with laboratory, X-ray and Ultrasound machines, providing high standards of clinical care. He will also carry out other leadership duties in the hospital as assigned by the supervisor such as capacity building of junior staff, hospital committee management, referral of patients for tertiary care and TB management of clients. He will work closely with the medical team, and report to the Medical Doctor In-Charge and as well the Area Manager. Other key actors are the CHD and SMOH to maintain high quality of medical care and ensure the mission and vision of the organization is fully met.

### Roles and Responsibilities

#### 1. Overall management of Pariang Hospital services offered

Will work with other team member at the hospital to ensure primary and secondary health care services offered are of high quality and meet both national protocols guidelines and international approved WHO standards; and that systems are in place to ensure the hospital is manned by staff at all times:

- Working with hospital management team in ensuring that the following are managed accordingly and effort is made to combat complications for:
  - Child delivery
  - ante-post-natal care
- Seeing to it that services offered to patients visiting the Out-Patient Department are of quality and meet national protocol guidelines and international approved WHO standards



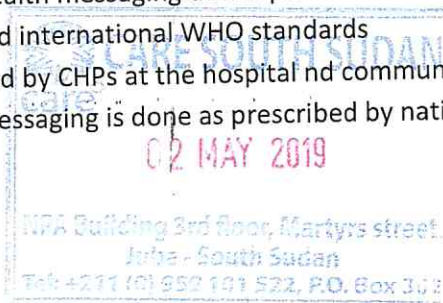
- Supporting laboratory staff in ensuring that services offered in labs meet clinical standards and attention is paid to details for test performed on site
- Providing support to health education team thereby ensuring that health messages conform to approved standard practices and does not demean communities
- Ensuring that duty staff are available 24/7 and where that is not the case, report to Accountable manager and request for replacement staff.
- Working the administration of the sub office in planning staff leave roster thereby ensuring positions are covered at all times

## **2. Supporting clinical case management**

- To ensure that patients visiting the hospital are seen and their medical condition checked to determine their state of health and treatment required. Including but not limited to:
  - Provide medical and paediatric patients review in the wards and out-patients
  - On call to handle surgical and obstetric emergencies
  - Able to comfortably carry out simple surgeries and caesarean sections at the least
  - Experience in a busy hospital or similar setting will be an added advantage.
- Making sure the following activities are done for patients visiting the hospital
  - medical history taken
  - Clinical examination and investigations
  - Diagnosis and treatment activities carried out
- Ensuring that the necessary approved forms are used for collecting information and data; collated and analysed; and shared with appropriate individual(s) and stored accordingly
- Patients get to see the right medical staff for clinical examination and investigations thereby making it possible for physicians to make the necessary diagnosis and prescribe the best treatment for patients wellbeing
- Making sure patients are aware and are in the known of processes they will have to go through during their visit to the hospital and the specific support provision identified for them
- Keeping record of all hospital activities producing monthly reports using appropriate and approved data entry forms
- Supporting EPI Technician in ensuring correct use of vaccines, dosage and their potency

## **3. Supporting Community outreach health messaging and Community Health Promoters (CHPs)** To ensure that Community Health Promoters doing outreach health promotion receive the support and necessary training that will enable them do their work effectively.

- Supporting other Accountable managers and appropriate community structures and the County Health department identify individuals with the right attitude for community health promotion and engagement activities
- Supporting training opportunities for Community Health Promoters and where requested, provide training
- Working as a member of the health messaging development team and making sure messaging meets both national protocols guideline and international WHO standards
- Monitoring activities conducted by CHPs at the hospital and community making sure effective dissemination of health care messaging is done as prescribed by national protocols guideline and





international WHO standards

- Ensuring CHPs are aware of the support available to them and focal points people/ supervisors responsible for overseeing the supervision of community health outreach work

#### **4. Drugs and waste management**

Ensure that drugs, vaccines and other consumables supplied used at the hospital are valid in terms of dates and used in rotation using those with much earlier expiring dates first; making sure waste product are disposed of in a way that does not pose health or environmental risk to the hospital, staff and the community at large. Including but not limited to:

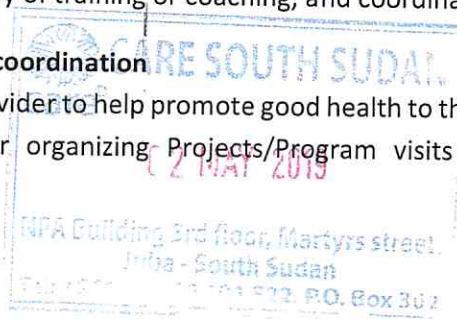
- Working with Accountable managers to ensure the hospital is supplied with valid drugs in timely manner and seeing to it that nurses are supplied with the drugs they requested for thereby making it possible to dispense to patients accordingly
- Ensuring that drugs supplied to hospital are valid and used taking into consideration expiring dates timelines
- Supervising proper record keeping for drugs, EPI and all other delivery
- Establishing drug consumption/usage report and computing wastage factor for all quantity received per period
- Supervising and ensuring proper disposal of hospital waste including syringes, blood swaps, gloves, used needles; disposing of sharp items (used needles and blades) in containers and subsequently destroying/burying containers in pit latrines provided
- Ensuring dry waste is burnt on a daily basis in the incinerator provided
- Appropriately establishing/managing clinical waste disposal for pits/chambers using approved methods

#### **5. Staff capacity building and management**

- To work and liaise with the Senior Manager for health staff recruitment, development and retention; support health care staff and promote staff wellness and capacity building activities that enhances staff satisfaction, wellness and development
- Ensuring that each member of the team fully understands the outcomes that are expected of them and that they are aware of best practice in Health program implementation, quality, and learning
- Ensuring that work is planned and organised in a way that meet the needs of patients and partners in the most cost effective manner possible; ensuring that team members are given appropriate workloads and are working efficiently
- Supporting team members to enable them to give off their best e.g. by encouraging and praising good performance, coaching, assisting staff to prevent or resolve problems, and ensuring they are provided with appropriate resources, tools and equipment
- Monitoring and reviewing performance and, in particular, conducting periodic appraisals, holding staff accountable for meeting success criteria and delivering any improvement goals which have been identified; taking decisive action in the case of poor performance
- Ensuring health staff development plans and programs are implemented; and advocating for staff to get adequate training and development required for performing well in their roles e.g. by analysing staff training needs, coordinating with the medical officer in charge and Area Manager on training events; organising the delivery of training or coaching, and coordinating and sharing of experience

#### **6. Representation, liaison and coordination**

- To liaise other health services provider to help promote good health to the people living in the communities; supporting Area manager for organizing Projects/Program visits ensuring that all the necessary



arrangements are in place for such visit;

- As requested by Area Manager, representing CARE in relevant technical working groups; local authorities and administration, and other agencies operation in the area.
- Attending as required general and program meetings organised by CARE Office at the location
- Keeping up to date with standards of professionalism and CARE's expectations concerning personal behaviour and values and at all times acting accordingly.

Support the Area Manager and UNHCR public health team to implement the strategies for improving health of the community in Pariang.

#### **Qualifications: Education/Knowledge/Technical Skills and Experience**

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training:

- **Minimum Qualification required:** A Bachelor in Medicine and Surgery from a recognised institution.
- **Experience:** Three years working experience, at least 2 in a busy hospital setting
- **Preferred:** Good surgical or obstetric skills. Comfortable with surgeries, Masters in either Obs/Gyn or Surgery will be an added advantage but not a requirement.
- **Technical Skills & Abilities:**
  - Interpersonal skills and the ability to work in team environment
  - Being able to consistently follow standards operating procedures and protocols
  - Being proactive and able to work under time constraints
  - Strong analytical skills
  - Proficient use in Microsoft Office and Internet
  - Communication skills (Oral and written English; fluency in local language of the area)

#### **How to Apply:**

The position will be based in Pariang Field Office. **This position is ONLY open to South Sudanese Nationals.**

Closing date for receiving application will be 22<sup>nd</sup> May 2019

Applications and CVs should be send by **Email to: [jobs.southsudan@care.org](mailto:jobs.southsudan@care.org)** And Hand delivery to:

**Pariang Hospital**

**OR**

**Care South Sudan**

**NPA Building, 3<sup>rd</sup> Floor, Martyrs Street**

**Juba South Sudan**

**CARE is an Equal Opportunity Employer, promoting gender, equity and diversity and Female candidates are strongly encouraged to apply.**

