



United Nations Mission in Nepal (UNMIN)
JOB DESCRIPTION



CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

Post title and level: National Medical Officer NO- A/B/C
Duty station: Kathmandu
Organizational Unit: Medical Section

DUTIES AND RESPONSIBILITY:

Under the overall supervision of the Chief Medical Officer, the National Medical Officer will be responsible for the following duties:

- Undertake day-to-day clinical duties, emergencies, Entry and periodic medical examinations, immunizations, etc.
- Refer staff to outside specialists as necessary.
- Follow-up with outside specialists.
- Provide health education.
- Participate in addressing work environment and occupational health issues.
- Perform other duties as required.

QUALIFICATION REQUIREMENTS:

Education: University degree in Medicine. Residency in one of the medical specialties, is an asset.

Experience At least 5 years of progressive clinical experience in the medical field.

Language: Fluency in oral and written English; knowledge of a second official UN Language an advantage.

COMPETENCIES:

- **Professionalism** - Knowledge and hands on experience in clinical medicine.
- **Planning and organizing** - Ability to establish priorities and to plan, co-ordinate and monitor own work plan and those under his/her supervision.
- **Teamwork** - Strong interpersonal skills and ability to establish and maintain effective working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity
- **Communication** - Good interpersonal and oral and written communication skills.
- **Commitment to Continuous learning** - Willingness to learn to keep abreast of new developments in the medical field.
- **Technological awareness** - Solid computer skills and good knowledge of relevant medical databases.

Qualified candidates are requested to complete a UN Personal History Form (P.11) available on UNMIN webpage <http://www.un.org.np/unmin/docs/personal-history-form-P.11.doc>. All applicants are strongly encouraged to submit their application by email mentioning the vacancy title to the following address: unmin-recruitment@un.org.

Only short-listed candidates will be contacted. Women who are results-oriented and have strong motivation and substantive experience and other excluded groups are strongly encouraged to apply.