



**VN/MY10/2022/012**  
**Open to Internal and External Candidates**

Position Title : **Senior Migration Health Physician**  
Duty Station : **Kuala Lumpur, Malaysia**  
Classification : *NOC equivalent*  
Type of Appointment : *UNOPS ICA*  
Estimated Start Date : **As soon as possible**

Closing Date : **August 24, 2022**

*Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, 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. Applications from qualified female candidates are especially encouraged. For the purpose of the vacancy, internal candidates are considered as first-tier candidate.

***Context:***

Under the overall supervision of the Chief of Mission (CoM) and the direct supervision of the Chief Migration Health Officer (CMHO), the successful candidate will be responsible for the management of the Migration Health Assessment Centre (MHAC) in Kuala Lumpur, Malaysia.

***Core Functions / Responsibilities:***

**Health Assessment Portfolio**

1. Organize and supervise IOM Kuala Lumpur's migration health assessment process to fulfil the technical requirements of the resettlement countries in the areas of:
  - a. Medical examinations;
  - b. Imaging;
  - c. Laboratory testing;
  - d. Vaccinations;
  - e. TB management;
  - f. Treatment and referrals;
  - g. Pre-departure procedures and medical movements;
  - h. Documentation, certification and information transmission; and,
  - i. Other technical areas as may be required.

2. Conduct health assessment for refugees and migrants, including review of medical history, physical examination, evaluation of Chest X-ray (CXR) and review of the lab results in accordance with the technical guidelines of the resettlement countries.
3. Maintain the infrastructure and equipment of MHAC premises so that they meet the professional standards of quality and safety and are sufficient and adequate for provision of the services.
4. Coordinate with the Chief Migration Health Officer (CMHO), human resources and MHAC organizational structure needs to ensure sufficient and adequate planned levels of health assessments and that staff has necessary qualifications and skills. Contribute to the network of external human resources, such as consultants and medical escorts, to support health assessment process and travel assistance.
5. Ensure that the Chief Migration Health Officer is informed about the MHAC's health activities and that the IOM medical facilities have obtained approval to provide health assessments and related services.
6. Contribute to and maintain efficient, client-centered procedures while ensuring a high level of integrity at all stages of the MHAC's process, including client information and appointment system, payment, registration, pre- and post-test counselling, examination, testing, treatment and referrals, submission of health assessment results, pre-departure and other procedures. Establish within MHAC a system enabling clients to provide feedback.
7. Contribute to and maintain a system of quality improvement for each service area within the MHAC. Undertake quality control activities on a regular basis, including practice observation, desk audits and use of self-assessment tools. Use data analysis and web reporting system to monitor performance indicators. Ensure implementation of the global IOM Standard Operating Procedures (SOPs); create and implement MHAC specific SOPs for each service area. Ensure proper reporting and management of incidents according to the Guidance Note for Incident Management.
8. Collaborate with the CMHO to incorporate additional public health interventions in the Health Assessment Programme (HAP) context. Interventions may include surveillance for communicable diseases, outbreak preparedness and response, health education and health promotion, public health services for host communities, liaison with public health institutions and other activities.
9. Supervise health- and non-health staff as well as external consultants involved in the health assessment process; ensure that performance evaluations for health staff are completed in a timely manner. Ensure that all staff are aware of the IOM Standards of

Conduct under Article 42, and continuously reinforce these standards. Inform in due time the CoM and the IOM Ethics and Conducts Office of any issues regarding staff misconduct.

10. Establish the MHAC staff development strategy in coordination with the CMHO, ensure that the appropriate plan is implemented. Within that plan, apart from attendance to external educational events, initiate, contribute to the organization and delivery of various professional in-house trainings.
11. Liaise with external service providers to negotiate agreements in coordination with Resources Management Officer (RMO). Exercise quality control over outsourced services and take corrective measures if necessary.
12. Maintain confidentiality and security of migration health data in accordance with the IOM Data Protection Principles.
13. Organize systematic collection, processing and analyses of migration health data according to guidelines established by the CMHO. Ensure data quality. Provide periodic, as well as ad-hoc reporting to the CMHO for migration health activities.
14. Oversee the financial aspects of the MHAC in close coordination with the mission's finance staff, supervise budget preparation, suggest adjustments and cost-effective solutions, and review financial reports.
15. Provide oversight and coordinate the procurement of medical equipment, vaccines, medications and other medical supplies in coordination with the CMHO and the resource management unit.

#### **Other health activities**

16. Facilitate the integration of health assessment activities into the overall migration related programming of the Country Office in Malaysia through close collaboration with the various units at the Country Office level.
17. Advise IOM colleagues on the link between the Health Assessment Programme (HAP) with the two other core MHD programme areas - Health Promotion and Assistance for Migrants and Migration Health Assistance for Crisis-Affected Populations.
18. Perform such other duties as may be assigned by the direct supervisor, or 2<sup>nd</sup> SES manager as applicable.

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

### **Education**

- University degree in Medicine from an accredited academic institution with at least seven years of professional experience; or,
- University degree in Medicine from an accredited academic institution plus Master's Degree in Community or Public Health, Medical Specialization in Infectious Diseases, Tropical Medicine or other related fields from an accredited academic institution with five years of relevant professional experience.

### **Experience**

- Working experience in the domain of medicine, four years of which is continuous clinical experience (either in clinical set-ups or immigration/resettlement medical examinations or health assessments);
- Experience with team management or supervision is required, preferably within the context of immigration/resettlement medical examinations;
- Knowledge and experience with the health segment of United States Refugee Admissions Programme (USRAP) as well as experience in the provision of immigration medical examinations for Australia, Canada, United Kingdom and New Zealand;
- Experience in managing health assessment programmes of a significant size, management of resources and personnel within migration health or public health projects;
- Experience in TB, migration health or other communicable disease control programmes among refugees and migrants in an international organization, UN agency or hospital;
- Experience with occupational health issues related to crisis and in developing countries;
- International experience in global public health issues, emergencies and policies; and, Experience in liaising with governmental and diplomatic authorities as well as national and international institutions.

### **Skills**

- Possess good organizational and delegation skills.
- Forward planning and strategic thinking skills.
- Proven problem solving and decision-making skills.
- Able to manage and coach a team of Migration Health Physicians.
- Team orientated with coaching and supervisory skills.
- Good interpersonal skills and communication with all levels of management.
- Good knowledge and experience in Microsoft 365 applications.

### **Languages**

Fluency in English and Bahasa Malaysia is required.

## ***Required Competencies***

### **Values**

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.

- Integrity and transparency: maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

**Core Competencies** – behavioural indicators *level 2*

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

**Managerial competencies** - behavioural indicators (level 2)

- Leadership: Provides a clear sense of direction, leads by example and demonstrates the ability to carry out the organization's vision. Assists others to realize and develop their potential.
- Empowering others & building trust: Creates an atmosphere of trust and an enabling environment where staff can contribute their best and develop their potential.
- Strategic thinking & vision: Works strategically to realize the Organization's goals and communicates with a clear strategic direction

**Other**

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

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable.

**How to apply:**

Interested candidate are invited to submit their application via email to [vnionkualalumpur@iom.int](mailto:vnionkualalumpur@iom.int) indicating the reference code above (VN/MY10/2022/012) as subject. The deadline for applications is **August 24, 2022**.

**Applications should include:**

- a) a cover letter, indicating the dates of availability;
- b) a curriculum vitae;
- c) duly completed IOM Personal History Form (may be downloaded from  [PHF \(1\).xlsx](#))

**Only shortlisted candidates will be contacted.**

**Posting period: August 11 to August 24, 2022**