

NEWLY ADVERTISED POSITIONS - FIJI SUN 15 AUGUST 2020

MOHMS 15/2020



Ministry of Health & Medical Services Role Description

Corporate Information

Role:	Chief Medical Officer
Salary Band:	Band L
Salary Range:	MOCA C: Base: 100,006.07 + On Call Allowance: 5,000.30 + Environmental Allowance 15,000.91 = F\$120,007.28
Location:	Wellness Centre, Namosi House
Division:	Hospital or Sub Division
Reports to:	Consultant HOD or Divisional Medical Officer or Permanent Secretary for Health & Medical Services
Subordinates:	Principal Medical Officer

The Position

The position supports and assists the Head of Department in the provision of high quality services in the relevant Specialised field of Medicine, under the responsibility of the either the Medical Superintendent, Divisional Medical Officer or Deputy Secretary Public Health consistent with the values of the Ministry of Health and Medical Services.

Key Responsibilities

The position will achieve its purpose through the following key duties.

1. Provide assistance or leadership and management to promote the interest and development of the Unit through strategic planning, ensuring cohesion of the overall functions of the Unit by working effectively with the HOD and adheres towards a positive collegiate relationship.
2. Undertake clinical responsibilities in the hospital or Public Health Programs and on outreach, by being actively involved in patient care, available for consultation and liaison with other units and referring hospitals, maintaining appropriate records and confidentiality, to ensuring best practice care to obtain best possible outcomes whilst promoting and maintaining client focus.
3. Facilitate peer reviews, monitor and evaluate Unit activities and implement corrective measures to provide effective and efficient services.
4. Responsible for medical reports & medico-legal assessments and provision of expert opinion under the guidance and directive of the HOD. For National Advisors, they oversee the implementation of public health programs and program interventions at operational level.
5. Identifying and minimising risk at a systematic level through effective communication and management skills to contribute to improved clinical governance.
6. Undertake education, teaching and research activities to train coach, mentor and support staff, students and other stakeholders; be responsible for personal continuous professional development and be a health advocate.

Selection Criteria

The Person

In addition to a Post Graduate Diploma in the field of specialty or equivalent and pursuing or completed Masters in the specialty, the following knowledge, experience, skills and abilities are required to successfully undertake this role:

Knowledge and Experience

1. Adequate knowledge of evidence-based standards of safe practices in the relevant specialised field of Medicine and Public Health.
2. Understanding of medical and government legislation, policies and medico-legal compliance.
3. Understand the concepts/tools used in clinical or public health leadership, management, audits, research, monitoring and evaluation and clinical governance.
4. Experience working in a hospital with limited resources and can assist in teaching and training staff.
5. Experience in resuscitating patients with life-threatening emergencies and subsequent management of critically ill or injured patients, initiating and participating in an emergency response, and supporting team members and relatives of very sick patients.

Skills and Abilities

1. Good Clinical and Public Health Skills including Procedural skills and Research.
2. Excellent communication skills.
3. Strong organisational skills.
4. Ability to work within a multidisciplinary team, work under pressure in a resource constrained environment/facility and can cope with adverse outcomes.
5. Able to recognize and assist in solving complex medical problems using evidence-based approach and offer a clinical opinion on a range of problems in the relevant specialised field of Medicine with guidance from Specialists.
6. Able to organise professional development activities (conferences, meetings and workshops), initiate personal development and learning new skills.

Selection Criteria

1. Advance Clinical or Public Health competence in the relevant specialised field of Medicine and should have extensive experience in the Specialty or leading a public health team.
2. Experienced officer who can contribute in the unit to maintain patient safety and quality of care.
3. Highly effective oral and written communicator.
4. Demonstrated ability to collaborate with Stakeholders and Health Advocates.
5. A Leader experienced in training, mentoring and supporting research.
6. A professional who demonstrates the highest values and ethical practice.

Personal Character and Eligibility

Applicants for employment in the Ministry of Health & Medical Services must be of good character, with a background that demonstrates their commitment to the Civil Service Values contained in the Fijian Constitution. Applicants must also be Fijian Citizens, under age 55, in sound health, with a clear police record. The selected applicant will be required to provide a medical certificate and police clearance prior to take up of duty.

The Ministry is an Equal Employment Opportunity employer. Applications are encouraged from all eligible, qualified applicants. All applicants must address the specific knowledge, experience, skills and abilities required of the job, as these criteria will be considered in assessing the relative suitability of applicants