



UNITED NATIONS RELIEF AND WORKS AGENCY
FOR PALESTINE REFUGEES IN THE NEAR EAST
UNRWA



Vacancy Announcement

Area Health Officer, HL09 (For internal staff only)

Vacancy Announcement Number	01-06-2020
Deadline for Applications	17 June 2020
Source of Fund	Programme Budget.
Contract Type & Duration	Fixed-Term Appointment for 3 years including 1 year probation period, with the possibility of further extension, subject to the availability of funds, satisfactory performance and continuing need.
Department	Gaza Field Office – Health Programme.

UNRWA is committed to achieving gender parity at all levels of staffing under the current UN-wide gender agenda.

Applications from qualified women are strongly encouraged.

UNRWA welcomes applications from qualified candidates with disabilities.

UNRWA, the largest United Nations operation in the Middle East with over 30,000 staff working across five areas of operation, is looking for highly committed professionals wishing to make a change.

UNRWA's strategic objectives

The mission of UNRWA is to help Palestine refugees achieve their full potential in human development under the difficult circumstances in which they live. In line with this mission, the Agency works towards five strategic outcomes: (a) Palestine refugee rights under international law are protected and promoted; (b) Palestine refugee health is protected and disease burden is reduced; (c) school-age children complete quality, equitable and inclusive basic education; (d) Palestine refugee capabilities are strengthened for increased livelihood opportunities; and (e) Palestine refugees are able to meet their basic human needs of food, shelter and environmental health. UNRWA is funded almost entirely by voluntary contributions from UN member states, regional bodies, business foundations and individual contributions.

Do you want to make a lasting difference?

If you are looking for a rewarding opportunity to make a tangible difference for one of the most vulnerable communities in the world, UNRWA would like to hear from you. In this role, you will be responsible to the Chief, Area Office and receives technical guidance from the Chief, Field Health Programme and supervises health staff in his/her assigned Area.

In accordance with established Agency policy and procedures, the ideal candidate:

- Manages the delivery of health services with special attention to quality and contents to refugees in his/her assigned area to ensure that the overall achievement of the Health Programme is improved to reach goals and standards as determined by the World Health Organization (WHO) and UNRWA. In particular the incumbent focuses on:
 - Medical Care: primary health care, disease prevention and control, maternal and child health and family planning services, school health services, oral health services and curative services including out-patient _ services, hospitalization, physical rehabilitation and other support services such as laboratory and x-ray;
 - Participates in the development of health activities, infrastructures and systems to guarantee the quality, consistency and efficiency of the health programme in his/her assigned area;
 - Directs the process of effective department performance, overseeing performance management, recruitment, training and development of staff to ensure high level of engagement and a motivated work environment; assists in the in-service training for the health staff in the area to which he/she is assigned;
- Manages and guides Heads of Health Centres to ensure the smooth and consistent delivery of health services to beneficiaries by the medical clinics; provides oversight of administrative matters pertaining to the health operations and services in his/her assigned area including budget and expenditure control and supply matters;
- Oversees the inspection of Health Clinic premises, furniture, medical/other equipment used in the clinic to ensure that they are being used and are maintained in accordance with the Agency's standards;
- Is responsible for implementation of the Health activities to ensure that updated and accurate methods are used to provide proper medical care to beneficiaries;
- Builds relationships with the NGOs, community leaders, government institutions, municipalities and other relevant organizations in order to ensure continuous support to the Health Programme in the area;
- Performs such other functions as may be assigned.

Additional Information

- The incumbent is required to travel frequently in the field and area of operations;
- Possession of a valid driving license in the country of duty station.

Conditions of service

- Basic Salary: Monthly basic salary is \$2,935.70; and monthly dependency allowance up to \$123.25.
- Contract Duration: Three years including 1 year probation period.
- Leave: 36 days of annual leave for staff attending UNRWA duty stations with six-day working week. 30 days of annual leave for staff attending UNRWA duty stations with five-day working week.
- Pension: Provident Fund contribution (15% of basic salary paid by the Agency).
- Other conditions of service and benefits may apply.

To qualify for this position, you will need:

- Education**
- A university degree in medicine from a recognized university including an internship of at least twelve-month duration
 - Advanced degree in public health;
 - A license to practice medicine in the country of duty station.
- Work Experience**
- At least seven years professional working experience of which three years should have been in a supervisory position with public health services, preferably with the Agency.
- Language(s)** Excellent command of spoken and written Arabic and English.

Note: Experience in Hardship duty stations (E), other than Gaza duty station, is counted as double for female candidates.

You will also need to demonstrate the following competencies:

- Ability to establish and maintain effective working relationships with others in team working environment;
- Excellent communication and negotiation skills, sound judgment and demonstrated problem-solving skills;
- Leadership and ability to organize and implement the health training programmes;
- Supervisory skills and ability to develop staff;
- Very good analytical and reporting skills;
- Ability to use the computer especially programmes used by UNRWA and health statistical applications;
- Ability to work under pressure and cope with heavy workload.

Equivalency

When the minimum requirements are not fully met, Field Director for Field Area staff and Director of Human Resources for Headquarters Area staff, in consultation with the concerned supervisor may exceptionally substitute part of the unmet requirements with a combination of relevant academic qualifications, additional professional training and progressive relevant work experience.

NB: Work experience alone or formal qualifications with no relevant work experience are not considered an acceptable combination

For guidance on how to prepare for competency-based interviews:

<https://careers.un.org/lbw/home.aspx?viewtype=AYI>

Who we are

For 70 years, the United Nations Relief and Works Agency for Palestine (UNRWA) has been working on the ground in five fields of operations in Jordan, Lebanon, Syria, West Bank and the Gaza Strip providing direct assistance and protection for some 5 million Palestine refugees in the Middle East. UNRWA is mandated by the UN General Assembly to provide this assistance and its mission is to help Palestine refugees achieve their full potential in human development until there is a just and lasting solution for their plight. UNRWA restores safety, dignity and hope to millions who have been uprooted by conflict with services encompassing education, health care, relief and social services, camp infrastructure and improvement, microfinance and emergency assistance.

For more details on UNRWA, please visit: <https://www.unrwa.org/>

How to apply

To start the application process, applicants are required to register at <http://jobs.unrwa.ps> by creating a personal profile and completing UNRWA Personal History Form. Only applications received through <http://jobs.unrwa.ps> will be considered. **UNRWA only accepts degrees from accredited educational institutions. Due to the large number of applications received for UNRWA vacancies, only applicants short-listed for interview will be contacted by e-mail or SMS. No follow up phone calls will be made. Please ensure that the e-mail address that you will indicate in your Personal History Profile is accurate.**

The United Nations does not charge fees at any stage of the recruitment process. The United Nations does not concern itself with information related to bank accounts.

General Information

This vacancy notice is open to internal candidates.

Only candidates residing in Gaza with authorization to work in Gaza duty station at the time of application are eligible to apply. The Agency will not assume responsibility or accountability to support or facilitate the issuance of work permit in the duty station, and without a valid work permit, the appointment may be rescinded.

UNRWA is a United Nations organization whose staff are expected to uphold the highest standards of integrity, neutrality and impartiality. This includes respect for human rights, for diversity, and for non-violent means of dealing with all kinds of conflict. UNRWA staff are expected to uphold these values at all times, both at work and outside. Only persons who fully and unconditionally commit to these values should consider applying for UNRWA jobs. UNRWA is a non- smoking work environment.

The Agency reserves the right not to make an appointment, to make an appointment at a lower grade, or to make an appointment with a modified job description.

On appointment, all individuals will be asked to sign a self-attestation, confirming that they have not committed, been convicted of, or prosecuted for, any criminal offence and that they have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

Date of issue: 03 June 2020