VACANCY ANNOUNCEMENT
KBC – Healing Ministry Department
No.(135), Shanzu South, Myitkyina, Myanmar
Ph:+95-09788015397, Email-healingkbc@gmail.com

Organization Background

Kachin Baptist Convention (KBC) is established in 1910, in Bhamo, then is called the name “Ninghtan Hpung”. After the political condition changed, and the withdrawal of Missionaries from the country, in 1966, the name Kachin Baptist Convention (KBC) was given and sustained by self-supporting. Now, KBC is running with the (15) Departments in Head Quarter, and also functions with the autonomous (15+2) Associations. Healing Ministry Department (HMD) is one of 15 departments and, formed in 1995, and now has 60 full time staff at the Head Office, 15 coordinators at the association level, and about 100 Christian health workers in church based health care centers. Aim of KBC HMD is to provide accessible standard quality health care services (both physical & mental) to all beneficiaries in KBC coverage area with reduction in financial hardship of beneficiaries.

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<th>Position</th>
<th>Medical Doctor- Tele Medicine (Part-Time)</th>
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<tr>
<td>No. of Post</td>
<td>(1) Post</td>
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<tr>
<td>Location/Duty Station</td>
<td>Myitkyina, Kachin State.</td>
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<td>Department/Sector</td>
<td>KBC-Healing Ministry Department.</td>
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<td>Report to</td>
<td>Medical Coordinator</td>
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<td>Duration</td>
<td>(6) Months Extendable Contract</td>
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<td>Vacancy Opening Date</td>
<td>5 March’2024 (Tuesday)</td>
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<td>Vacancy Closing Date</td>
<td>20 March’2024 (Wednesday)</td>
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Medical Doctor -Tele Medicine

Job Summary

The Medical Doctor (Tele-medicine) must provide consultation and treatment to the patients via phone call, direct messages, and virtual platform such as Viber or Facebook messenger etc. He/She must work at a fixed hour. He or she must manage patient referral process to those who needed referral support. Submitting regular monthly report to respective supervisor is also mandatory. Coordination and cooperation with respective stakeholder under supervision of Medical Coordinator will also has to be done.

Job Description

1. Provide consultations to patients who call the Tele-medicine contact number in accordance with updated and relevant guidelines and protocols, while also prioritizing patient satisfaction.
2. Provide treatment prescriptions to those who are in need, based on the nature of the disease and the local context.
3. Undertake visual examinations through video call for the cases which need visualization to provide opinions, recommendations, and treatment.
4. Prioritize patient privacy and maintain confidentiality.
5. Maintain professional development to be able to provide quality care to patients.
6. Must follow organization policies and procedures.
7. If the patient needs further management beyond consultation, the medical doctor must undertake proper referral to the facilities, with relevant referral support available to provide by the organization. Following up of the referred patient must be carried out.

8. Ensure the patient and the caregiver clearly understand their own illness, providing appropriate consultation including health education as necessary.

9. Responsible for filling proper medical records, referral records and other documentation required by the organization.

10. Prepare monthly data report and submit the report to respective focal person in a timely manner.

11. The issue encountered at the telemedicine service must be reported to the Medical Coordinator as needed.

12. Ensure principles of medical ethics are always followed.

13. Must attend the meetings and trainings assigned by the supervisor.

14. Undertake other relevant duty as assigned.

Criteria

1. Medical Doctor with valid SAMA registration.

2. Minimum 2 year experience in clinical work, skillful in primary health care practices.

3. Good communication and excellent interpersonal skills.

4. Ability to work in regular office hour.

5. The applicants who can speak local languages are preferred.

If you interested, may submit your application to KBC –Healing Ministry Department, 2nd Floor, No.(135), Shanzu South, Myitkyina, Myanmar or via email (Email-kbchealing.hr@gmail.com) in word or PDF format latest by 3:00 PM on Wednesday, 20 March’2024 mentioning the title of job in subject line.

Note: Application must be included Cover letter, CV Form, Certificates and two References Persons (Indicating Name, Position, Organization, Email Address & Phone Number). Only short-listed candidates will be contacted.

KBC -HMD has zero-tolerance policy on any kind of sexual exploitation, abuse and harassment. KBC -HMD expects full commitment of its employees with KBC-HMD Code of Conduct including PSEA policy.