

Save the Children is the world's leading independent organisation for children. It is a dual mandate organization and focuses on development and emergency response. We are currently working in 120 countries around the world touching the lives of 125 million children. Our mission is to inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Save the Children has been working in Myanmar since 1995. Our programmes include Maternal and Child Health, Nutrition, HIV/AIDS, WASH, Education, Food Security and Livelihoods, Child Protection and Child Rights Governance and Humanitarian Responses in across the country.

Save the Children offers attractive salary including non-salary benefits which consists of paid medical benefits, various leave benefits, accident insurance, severance and other allowances.

We are currently inviting motivated and talented individuals to apply for **Medical Consultant (Tele Physician)** position for home based. Please see the following detailed information.

SAVE THE CHILDREN INTERNATIONAL
VACANCY ANNOUNCEMENT
(FOR MYANMAR NATIONAL ONLY)
ROLE PROFILE

TITLE: Medical Consultant (Tele Physician)	
TEAM/PROGRAMME: Human Resources	LOCATION: Home Based
Number of Position: 1	Type of Contract: Consultancy
<p>CHILD SAFEGUARDING: Level 2: <i>either</i> the post holder will have access to personal data about children and/or young people as part of their work; <i>or</i> the post holder will be working in a 'regulated' position (accountant, barrister, solicitor, legal executive); therefore a criminal record self-declaration will be required (at 'standard' level in the UK or equivalent in other countries).</p>	
<p>Background of this role :</p> <p>Save the Children acknowledge the right of full-time employees living with chronic or major illnesses, aiming to ensure effective management plans are in place while meeting local standards for employee benefits. The Medical Consultant Tele Consultations position is established to provide comprehensive medical support to Save the Children staff facing major or minor illnesses, including chronic conditions.</p>	
<p>Purpose of Consultancy:</p> <p>The role of Medical Consultant for Tele Consultations is focused on delivering comprehensive medical support, which involves assessing medical cases, verifying chronic conditions, and coordinating additional consultations as needed.</p>	
<p>Responsibilities:</p> <ul style="list-style-type: none"> • Review medical cases of affected employees to confirm chronic conditions. • Identify eligible chronic illnesses as defined by Save the Children Chronic Policy • Additionally, other chronic illnesses may require to identify based on medical record and physician recommendations. • Provide teleconsultation services to staff via phone or virtual platforms, offering high-quality medical consultancy support. 	

- Provide online healthcare support for employee offering guidance and advice on medical concerns, particularly for employees in hard-to-reach or non-accessible clinic areas.

Disclosure and Confidentiality

- Ensuring confidentiality of all medical cases and disclosing information only to the employee's family as required.
- Adhering to professional confidentiality boundaries, with breaches treated as disciplinary matters.

Requirements:

- Registered Medical Doctor in Myanmar with a master's degree preference in internal medicine .
- Must be practicing as a physician with at least 3 years' experience.
- Experience on providing tele-consultation service.
- Flexible working time with an availability for tele-consultations ideally be available for 24 hours to support emergency health conditions of SCI staff.
- Must observe professional confidentiality boundaries.

Deliverables

- Identifying chronic illnesses within 3 days submitted by Save the Children staff.
- Providing technical support to the HR C&B team for chronic and hospitalization case identification.
- Providing available schedule for staff access to medical service and flexible availability to support staff with emergency health conditions.

Scope of role: All SCI Myanmar Staff

Reports to: Sr.HR Manager , technical report to Head of Program (Health)

1. Duration: from May 24 to 31 Dec 24

2. Facilities to be provided by Save the Children (If any)

3. Payment Breakdown

Fee: a basic pay at a competitive rate based on candidate's experience together with additional fees per consultation.

Payment: payment will be made on monthly basis and need to submit together with monthly report. within 5 working days after submission of monthly report

4. Report

Key narrative summary including recommendation, suggestion, the total number of tele consultation and chronic cases defined during the month within 2 days after end of each month.

BEHAVIOURS (Values in Practice)

Accountability:

- Holds self accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
- Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved.

Ambition:



- Sets ambitious and challenging goals for themselves and their team, takes responsibility for their own personal development and encourages their team to do the same
- Widely shares their personal vision for Save the Children, engages and motivates others
- Future orientated, thinks strategically and on a global scale.

Collaboration:

- Builds and maintains effective relationships, with their team, colleagues, Members and external partners and supporters
- Values diversity, sees it as a source of competitive strength
- Approachable, good listener, easy to talk to.

Creativity:

- Develops and encourages new and innovative solutions
- Willing to take disciplined risks.

Integrity:

- Honest, encourages openness and transparency; demonstrates highest levels of integrity
- Always acts in the best interests of children

Additional job responsibilities

The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.

Equal Opportunities

The role holder is required to carry out the duties in accordance with the SCI Equal Opportunities and Diversity policies and procedures.

Child Safeguarding:

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

All staff has an obligation and a responsibility to:

- Ensure they fully understand the provisions of the Child Safeguarding Policy, the Code of Conduct and Local/Country Procedures.
- Conduct themselves in accordance with the rules of the Child Safeguarding Policy, in their personal and professional lives – which includes reporting suspicions of child abuse.
- Ensure the way they are carrying out their work is not putting children at risk (or further risk) – this means constantly scrutinizing their work through a child safeguarding lens and talking to children about possible design/implementation “flaws”.
- Promote the message of child safeguarding to colleagues in other organizations and government ministries, children in their own and beneficiary families, and community members in general.
- Be vigilant about observing possible child abuse/harm in their personal and professional lives.

All managers have the above responsibilities as well as ensuring

- Their staff are doing the above.
- That child safeguarding is integrated and given a “voice” in all management processes including recruitment, induction, performance management, team meetings, annual planning processes, field level monitoring, etc.

Safeguarding our Staff:

The post holder is required to carry out the duties in accordance with the SCI anti-harassment policy.

Health and Safety

The role holder is required to carry out the duties in accordance with SCI Health and Safety policies and procedures.



Save the Children

Interested and qualified candidates are invited to apply an Application Letter and Curriculum Vitae to:

Human Resources Department | [Save the Children International](#) |
No. 126, Dhamazedi Road, Bahan Township, Yangon, Myanmar
Email: recruitment.myanmar@savethechildren.org
Not later than 5 P.M., 19 May 2024 (Sunday)

Candidates are also requested to mention in the applications if there is, blood/marriage relationships with the existing Save the Children employees. No requirement of photo or copy of certificates and only short-listed candidates will be contacted.

Remark: For those who failed to mention or incorrectly mention the apply position title, Programme/Sector name and location in their applications, we will consider those as disqualify and we will not consider for short list.