

VACANCY ANNOUNCEMENT

Project number: P173799

Project name: Mongolia COVID-19 Emergency Response and Health System Preparedness Project

Implementing organization: Ministry of Health

Position: Facility health and safety local consultant

The Ministry of Health is announcing a vacancy of the Facility health and safety local consultant for the Mongolia COVID-19 Emergency Response Project financed by the World Bank International Development Association and implemented by the Ministry of Health.

RESPONSIBILITIES

The objective of this position is provide support in the development, implementation, and monitoring of the action plan of the health and safety framework under the strategic framework of the Mongolia COVID-19 Emergency Response and Health System Preparedness Project

1. Develop and update facility health and safety action plan and relevant supporting documents.
2. Support the implementation of facility health and safety action plan implementation.
3. Support the coordination of facility health and safety matters during the COVID-19 outbreak.
4. Cooperate with IPIU, and implementing partners, participate as team member in other project activities

REQUIREMENTS

- Bachelor or higher degree (Master degree in relevant field is an advantage)
- University graduate in medical science or Industrial Hygiene, Hospital epidemiology, Health and Safety field
- At least 3 years of experience in industrial hygiene, public health, and occupational health
- Provide at least 2 reference letters to prove these required skills and on successful completion of similar scope and nature assignments from previous clients
- Work experience in hygiene, health and safety will be an advantage
- Ability to conduct industrial hygiene and occupational safety assessment
- Ability to handle citizen's grievance
- Self-motivated, organized, and have well developed analytic and realization skills
- Able to produce fair and clear reports
- Good computer skills
- Highly developed analytic skills on conducting risk assessment, and public health research
- Good document preparation and handling skills.

NOTE

This is a 12 months consultancy work and will not be extended.

APPLICATION

Interested individuals are requested to prepare the following documents and submit the application in person to below indicated address no later than 14:00 hours of 16 November 2021:

- 1) Public servant's form (Form No.1);
- 2) Curriculum vitae (CV) in English and Mongolian accompanied by a photo taken within last 6 months;
- 3) Notarized copies of diploma and certificates to prove education, specialization and knowledge;
- 4) Notarized copy of the citizen ID;
- 5) Copy of the first page and other relevant pages with employment history of the Labor and Social Security book;
- 6) Provide at least 2 reference letters to prove these required skills and on successful completion of similar scope and nature assignments from previous clients;
- 7) Cover letter expressing your interest in the position with statement of the skills and abilities.

SELECTION PROCESS:

1. Review of application
2. Written test
3. Oral interview (if necessary)

Ministry of Health, Mongolia COVID-19 Emergency Response and Health System Preparedness Project, Room 1103, building Ayud tower, Olympic street, Sukhbaatar District, 1st Khoroo, Phone: 77077793, E-mail: bayartogtokh@ehp.mn

Submitted documents shall not be returned. Only shortlisted individuals will be notified.