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சுகாதார அமைச்சு

Ministry of Health

COVID 19 Emergency Response and Health System Preparedness Project

Vacancy Announcement - Senior Medical Coordinator - (01) – Full Time

COVID 19 Emergency Response and Health System Preparedness Project is a World Bank supported project under the Ministry of Health which will be implemented with the objective to prevent, detect and respond to the threat posed by COVID-19 and strengthen national health systems for preparedness in Sri Lanka. The project development result level will be the Emergency Operations Centre for COVID-19 and pandemic responses established, percentage of districts with a tertiary or secondary care hospital with isolation capacity, number of designated laboratories with COVID-19 diagnostic equipment, test kits, and reagents.

The project is expected to be implemented over a period of 3 years and has four components including Component 1- Strengthening Surveillance and Response Systems, Component 2- Strengthening National and Sub-National Institutions for Prevention and Preparedness, Component 3- Strengthening Multi-sectoral, National institutions and Platforms for One Health and Component 4- Implementation Management and Monitoring and Evaluation.

Applications are being called for the post of **Senior Medical Coordinator** with stated qualifications and experience. This position will be based in the Project Management Unit in Colombo. The selected officer may be requested to travel outside where the project activities are carried out as and when required. The selected officer may have to work beyond normal office hours.

Designation	Salary Code	Duties & Responsibilities	Qualifications
01.Senior Medical Coordinator	PS III	<ul style="list-style-type: none">The Senior Medical Coordinator shall maintain necessary communications with relevant units of the Ministry of Health with regard to the key activities of COVID 19 emergency responses supported by the project including contact tracing, testing, quarantine, case management and risk communicationHe shall scrutinize all requests to be	<p>(No 1 or 2 or 3 Below)</p> <p>1.A Bachelor's Degree in the relevant field which is recognized by the University grants commission.</p> <p>Or</p> <p>Qualification recognized by the university grants commission as an equivalent qualification to the degree in the relevant field.</p> <p>Or</p> <p>An associate membership/A similar professional qualification obtained from a</p>

	<p>supported through the project in technical aspects before execution</p> <ul style="list-style-type: none"> • He shall coordinate with relevant institutions and the engineering consultation teams at each stage of the construction projects including designing, procurement and implementation • He shall provide technical guidance to Senior Social Safe Gard Officer and Senior Environment Officer with regard to environmental impact /social impact assessments related to project activities • He shall act as the convener for one health activities supported through Component III of the project. • He shall ensure operational procedure of the project are in line with the medical and technical aspects • Guide project staff in preparation of action plans to be in compliance with project financial and procurement guidelines • He shall assist in the monitoring process under the guidance of Project Director. • He shall perform any other duties that may arise from time to time related to medical and technical aspects of project activities under the instructions of project Director. 	<p>recognized professional institution in the relevant field</p> <p style="text-align: center;">With</p> <p>At least 12 years post qualifying experience at Managerial Level</p> <p>2. A successfully completed bachelors degree in the relevant field which is recognized by the University Grants Commission</p> <p style="text-align: center;">Or</p> <p>A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field</p> <p style="text-align: center;">Or</p> <p>An associate membership/A similar professional qualification obtained from a recognized professional institution in the relevant field</p> <p style="text-align: center;">And</p> <p>A postgraduate degree in the relevant field or corporate/charted membership or a similar professional qualification obtained from a recognized professional institution in the relevant field</p> <p style="text-align: center;">With</p> <p>At least 9 years post qualifying experience in Managerial Level</p> <p>3). Class I officer of a Government all island services or a similar status in the relevant field</p> <p style="text-align: center;">With</p> <p>At least 04 years of experience in the class I post</p>
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General Conditions

- This is a Full-Time post.
- The initial contract period will be for one year, with provision for renewal on performance basis till the end of the project.
- The candidate if selected to the post can resign from the post giving one-month prior notice to the Project Director.
- The Secretary of the Ministry of Health has the authority to terminate the service of the selected candidate from the post without giving any reasons at any time if he/she wishes that the service of the selected candidate is not necessary anymore. One-month prior notice will be given of the termination of the service.
- Only short-listed applicants will be called for interview.
- Selected applicant should be able to take up the appointment immediately.

Age Limit: Under 65 years by 26th February 2021

Salary: According to the Management Service Circular No. 01/2019

Application with detailed Curriculum Vitae supported by copies of education, experience and other qualifications with names of two non-related referees along with the contact telephone/fax/email address should be sent to reach the following postal address though registered post or email (srilankacovid@gmail.com) on or before 26th February 2021. Application must be in a sealed envelope with the following stated, on the top left side of the envelope or title of the email "**Post Applied for**".

Project Director-

**COVID 19 Emergency Response and Health System Preparedness Project
3rd Floor, No 191, J.R.Jayawardhana Centre
Colombo 7**

Application form

1. Full name of the applicant

2. Name with Initials of the applicant

3. Designation of the applicant

4. National Identity card Number of the applicant (Please attach a certified copy of the NIC)

5. Post Applied for

6. Contact Details

Applicant Office Address	
Office Phone Number	
Office Fax Number	
Mobile Phone Number	
Home Phone Number	
Home Address	
Email Address	

7. Qualification (certified copies to be attached with the CV)

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8. Work experience

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9. Special Comments

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I agree to travel out of Colombo even during weekends as and when required. I certify that the above particulars are correct.

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Signature of applicant

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Date

Observation and Recommendation of the Head of Institution / Decentralized Unit / Specialized Campaign.

I certify the particulars furnished by the applicant, are correct. (State any incorrect information, if furnished by the applicant).

The candidate can be released for the above post from the current employment in the event of being selected.

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Signature of Head of the institution

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Date