



JOB OPENING

Functional Title & Level:	Nurse (GS-6)
Section/Org. Unit:	Medical Services Section
Duty Station:	Port-au-Prince
Posting Period:	7-13 October 2017
Job Opening Number:	MINUJUSTH-GJO-2017-068

Special Notice

The purpose of this job opening is to generate a roster of qualified and available candidates to fill anticipated job openings for the **Nurse (GS-6)** positions. Candidates who are successful in the assessment process will be placed on the roster. The selected candidate will be **EXPECTED TO COMMENCE WORK ON 16 OCTOBER 2017**. Candidates who are not successful during the assessment will not be placed on the roster. They will be notified at a later stage. Placement on the roster does not guarantee selection.

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply. Staff members are subject to the authority of the Secretary-General and to assignment by him or her. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures.

All interested candidates should submit ONLY their Personal History Profile (PHP) via email at minujsth-recruitment@un.org. Blank PHP and supplementary sheets are available at the MINUSTAH Bulletin Board and at the MINUSTAH website <https://minustah.unmissions.org/offres-demploi>.

Important: Functional title and job opening number MUST be indicated in the subject of your e-mail application in order to be considered for review.

Organizational Setting and Reporting

These positions are located in United Nations Mission for Justice Support in Haiti, (MINUJUSTH). The United Nations' Security Council adopted resolution 2350 (2017) deciding the creation of MINUJUSTH which is mandated to assist the Government of Haiti to strengthen rule of law institutions in Haiti; further support and develop the Haitian National Police; and engage in human rights monitoring, reporting, and analysis among others.

The **Nurse (GS-6)** typically reports to the Chief of Section or, Chief of Unit, though this may vary depending on the mission structure and location of these post.

Responsibilities

Within limited delegated authorities, the incumbent of the post will be responsible for the following duties:

- Respond to emergency calls and assist doctors in providing adequate care and performing respective duties in the treatment of the patient.
- Perform ECG, and other medical exam such as blood tests; glucose, troponin, and urine test as required.
- Prepare patient for different interventions and escort patient to other medical facilities as required.
- Assess needs of clients visiting the walk-in clinic; provide care/advice (e.g. the benefits of preventive medicine, etc.).
- Shift duties including nights and weekends if required.
- Perform nursing care and generally all activities related to his/her professional capacity.
- Responsible for emergency room and doctor's consultation rooms, ensure that all equipment are ready for use and functional e.g. Defibrillator, ECG machine, glucometer, etc.
- Ensure safety of the patients in performance of duty.
- Communicate with patients and update the doctors in the clinic.
- Accord patients' fair and equal treatment regardless of ethnic background.
- Assist in providing health education and addressing work environment and occupational health issues.
- Actively contribute in planning and organizing preventive medical fairs.
- Work in the walk-in Fever screening clinic and the nursing facility.
- Receive patients and record the necessary data for effective treatment.
- Maintain patients' records and exercise confidentiality.
- Replace the receptionist whenever required.
- Keep the clinic's statistics.
- Update the monthly medical report
- Perform other related duties as required.

Competencies

- **Professionalism:** Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in

accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

- **Client Orientation:** Considers all those to whom services are provided to be “clients” and seeks to see things from clients’ point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients’ needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients’ environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.
- **Commitment to Continuous Learning:** Keeps abreast of new developments in own occupation/profession; actively seeks to develop oneself professionally and personally; contributes to the learning of colleagues and subordinates; shows willingness to learn from others; seeks feedback to learn and improve.

Education

Completion of high school and further formal education/training in nursing such as registered Professional Nurse designation or equivalent. Knowledge of operating anaesthesia machine, mechanical ventilator, monitor, defibrillator, sterilizer, Pulse oximeter, glucometer, and centrifuge is required.

Work Experience

At least seven (7) years of progressive clinical experience in the medical field and hospital.

Languages

English and French are the working languages of the United Nations Secretariat. For the position(s) advertised, fluency in oral and written English and French is required.

Assessment

Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.