



Call for Applications (CFA)

Position Title : On Call Radiographer
Type of Contract : Special Short Term Hourly Contract
CFA Reference Number : CFA2022/01
Closing Date : 13 January 2022

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading international organisation in the field of migration, works closely with governmental, intergovernmental, and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Context:

Under the overall guidance from the Chief of Mission, and direct supervision from the Migration Health Physician with technical coordination from the Regional Quality Management & Compliance Officer in Nairobi, the successful candidate will be responsible for providing support and contributing to the different Tele radiology services and reporting on chest radiographs of Migrants and refugees from IOM MHD field operations and non-IOM panel sites from different parts of the world under the different health assessment programmes.

Core Functions / Responsibilities:

1. Take good quality chest X-ray images of migrants as requested by Physicians and/or Radiologist in accordance with IOM and international radiographic standards and resettlement countries technical instructions. Take the appropriate additional chest X-ray views using the standard procedures, when requested.
2. Explain the X-ray examination procedures to applicants and answer questions.
 - 1.
3. Prepare equipment and examination rooms for use, perform proper ID checking, correct biodata entry to CR/DR machines and standard labelling of the radiographic images avoiding substitutions.
4. Apply proper radiographic techniques and radiation protection procedures during X-ray taking, including providing pelvic lead shielding for all, double wrap-around lead shielding for pregnant woman, positioning of applicants, collimation of X-ray beam, and use of proper X-ray exposure factors, and monitoring of applicants during the examinations.

5. Perform proper processing of digital images on CR/DR machine, review the image quality and repeat when the image quality is not acceptable. Report important/urgent information to Radiologists and/or Physician.
6. Contribute to maintaining consistently high-quality chest X-rays in the Radiology Unit through proper utilization of radiographic techniques, checking, and correcting technical quality of the images, adherence to technical requirements of resettlement countries and training of staff involved in chest X-ray taking. Take the role of quality assurance focal person for the X-ray Unit, as needed.
7. Participate in ensuring the overall radiation safety of the applicants, staff, and the public by applying the standard radiation protection rules and regulations, regularly wearing personal radiation measurement badges, assisting the reading of the personal radiation monitoring badge, performing the duties of radiation protection focal person, and communicating with the respective authorities, as needed.
8. Take part in the regular and timely quality assurance of the CR/DR X-ray machines through proper handling of machines and regular checking of equipment performance and reporting of issues immediately. Contact external and internal technical service providers regarding maintenance service and repair of the X-ray equipment as needed.
9. Contribute to optimizing the workflow in the Radiology Unit through applying regular quality control and improvement of the standard operating procedures including identification procedures and correctness of data entry to ensure quick, correct, and smooth X-ray processing and timely delivery of chest X-ray images and reports.
10. Prepare daily worklists, barcodes, check the identity of applicants, radiographic counselling, uploading digital Chest X-rays images to e-Medical website, and/or burning images on CDs.
11. Prepare statistical summary reports on operational activities of the Radiology Unit, document any other information, and properly keep records as needed.
12. Communicate with the Radiologist and/or Teleradiology Centers for the reading of the chest X-rays, take the role of the Country Office's focal person for coordinating the radiology chest X-ray reading workflow and provide the chest X-ray reports to the panel physicians as needed.
13. Contribute to implementing infection control measures and maintaining a tidy and neat work environment in the Radiology Unit.
14. Suggest additional measures to improve the quality, speed or safety of the radiological procedures as needed.
15. Perform any other duties as may be assigned

Education

- Bachelor's degree in a science field such as computer science, administration, health sciences or related fields with two years of experience; or
- Completed Secondary education with four years of experience required.

Experience

- Experience in technical or administrative support, clerical work.
- Computer skills proficient in Microsoft Office, especially Excel required.
- Knowledge and experience on x-ray related service is an advantage.
- Knowledge and experience in using of different software and medical/digital radiology system applications is advantage.

Technical Skills

- Effectively applies knowledge of health issues in execution of responsibilities at appropriate level.
- Maintains confidentiality and discretion in appropriate areas of work Interacting effectively with a diverse clientele.

Languages

Proficiency in written and spoken English.

Required Competencies

Values

- **Inclusion and respect for diversity:** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- **Integrity and transparency:** maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- **Professionalism:** demonstrates ability to work in a composed, competent, and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – behavioural indicators:

- **Accountability** – takes responsibility for action and manages constructive criticism
- **Client Orientation** – works effectively with clients and stakeholders
- **Continuous Learning** – promotes continuous learning for self and others
- **Communication** – listens and communicates clearly, adapting delivery to the audience
- **Creativity and Initiative** – actively seeks new ways of improving programmes or services
- **Performance Management** – identifies ways and implements actions to improve performance of self and others.
- **Planning and Organizing** - plans work, anticipates risks, and sets goals within area of responsibility.
- **Professionalism** - displays mastery of subject matter
- **Teamwork** – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation.
- **Technological Awareness** - displays awareness of relevant technological solutions.

Other

Appointment will be subject to certification that the candidate is medically fit for appointment

No late applications will be accepted

How to apply:

Interested candidates are invited to submit their applications to vacancieshre@iom.int by 13 January 2022 at the latest, referring to this advertisement.

Female candidates who are qualified and experienced are especially encouraged to apply.

Only shortlisted candidates will be contacted.

Posting period:

From 7 January 2022 to 13 January 2022