

Medical Officer

GENERAL

Location of Job: Mahoba, Uttar Pradesh

No. of Positions: 10

Department: Programme

Project: Mobile Medical unit

Reporting to: Project Manager

1. JOB PURPOSE

The Medical Officer will be responsible for medical check-ups of the serving community through Camp duties at MMU following the visit roster, treating and providing consultation to the patients and maintaining. The Medical Officer will analyze medical check-up data and conduct regular inspection of equipment's, maintaining the inventory of medicine required at MMU. S/he ensure compliance of the requirements and protocols as per Govt Rules. S/he will present the data to management and make suitable action plan.

2. KEY ACCOUNTABILITIES

- Conduct MMU camp duties as per visit roster and perform medical check-ups of the serving community.
- Supervise and ensures the availability of inventory and supplies of drugs, reagents and equipment as required at MMU.
- Conduct home visits for elderly/ severely sick patients and persons with disabilities.
- Collaborate with other specialists and health facilities for timely, right referral of required cases.
- Analyse medical check-up data of the patients and provide counselling sessions as required.
- Management of the team and their capacity building of available resources of the MMU.
- Maintain the confidentiality of the patient data and adhere the IPHS/IMC protocols for the treatment.
- Adhere and ensure implementation & enforcement of Protocol/Quality systems.
- Ensure that documents like OPD, medicines and reagents consumption, patients' cards etc. are updated and maintained regularly.

- Inspect the requisition and viability of medical equipment & instrument at the MMU.
- Create awareness on health topics by participating in campaigns organized through MMU.
- Share the success stories/anecdotes from the field.
- Prepare trends of communicable and non-communicable diseases.
- Attend the periodic review meeting organized by organisation team.
- Any other duties that may be assigned from time to time by the organisation management.

3. Other Indicative Requirements

Educational Qualifications: MBBS

Functional / Technical Skills and Relevant Experience & Other requirements (Behavioral, Language, Certifications etc.)

Minimum of 1-3 years of experience in public health programs with good team

management skills.

Candidate must have good communication skills in Hindi.

Should be registered with National Medical Council.

How to apply-

Interested candidates are invited to submit their resume along with a cover letter detailing their relevant experience and motivation to contact@pmspl.net.