

Medicine

Background Information: Institut Pasteur du Cambodge (IPC) is a Cambodian non-for-profit research institution established in 1953, IPC is today a scientific research establishment declared of public utility placed under the high patronage of the Ministry of Health of the Kingdom of Cambodia and under the responsibility of the Institute Pasteur on the scientific and technical levels. IPC is a member of the Pasteur Network, which brings together 33 institutes present on five continents. It shares the Pasteurian values and the ethical charter to which the Pasteur Institutes are bound. IPC has more than 250 employees, including about 30 expatriates of 10 nationalities and includes 5 research units. It carries out research activities in health biology, public health and service activities (Medical Biology Laboratory, vaccinations and water and food analyses) and training.

Job Family: Health Services

Sub-Job Family: Medicine

Overview: Roles within the medicine sub-job family at our research institute are essential components of our healthcare delivery system. Integral to our public health surveillance and response efforts, the medicine sub-job family operates within our medical clinics and research units, aligning with our institute's mission to advance public health. Jobs within this sub-job family play a pivotal role in the effective execution of healthcare protocols, the delivery of patient care and the progression of medical research.

The roles operate within a framework of well-defined healthcare procedures, emphasizing regulatory compliance, ethical standards, and a commitment to professional medical practices. The differentiation among professionals is based on the complexity of tasks, supervisory responsibilities, and the specific skills and experience required for their roles.

Level	Profile	Purpose
1	Medical Doctor	Job holders at this level leverage on their medical knowledge to provide accurate, compassionate, and evidence-based care, ensuring compliance with regulatory standards and protocols. Their role extends beyond patient care to actively contributing to the advancement of medical research initiatives. By deeply understanding the healthcare workflow, they play a vital part in enhancing the effectiveness and impact of vaccination services and medical laboratory activities.
2	Senior Medical Doctor	Job holders at this level are experienced healthcare professionals who assumes a leadership role in the healthcare team within the research institute. Operating with minimal supervision, they are responsible for ensuring the seamless delivery of patient care while actively contributing to the strategic direction of healthcare initiatives. With advanced medical expertise, they may conduct and oversee technical tests and observations. Proactively identifying and resolving medical challenges, they contribute significantly to elevating the quality and efficiency of medical services and research endeavours.
3	Medical Supervisor	Job holders at this level provide leadership and supervision to the medical staff. Beyond overseeing day-to-day operations and ensuring adherence to healthcare protocols, they actively contribute to the training and development of medical teams. This includes a strong mentoring aspect, where they guide and support junior medical staff in their professional growth and clinical skills. Their role is not only to maintain a high standard of patient care but also to apply medical knowledge to resolve complex operational challenges. Through collaboration with interdisciplinary teams, they play a crucial role in enhancing the overall efficiency and effectiveness of medical services.
4	Medical Director	Job holders at this level provide strategic leadership to the forefront, shaping the medical framework of the research institute. Responsibilities extend beyond day-to-day operations to encompass the development and refinement of guidelines and protocols. Leveraging extensive medical expertise, they ensure the highest standards of patient care and medical research align with the organization's mission. Leading medical teams in vaccination clinics, they foster collaboration with interdisciplinary teams, integrating medical services seamlessly with ongoing research initiatives. As a representative of the medical department, both internally and externally, they play a pivotal role in advancing the not-for-profit institute's healthcare and research objectives, contributing to the broader landscape of medical innovation and excellence.

Level 3: Medical Supervisor

Job Purpose:

Job holders at this level provide leadership and supervision to the medical staff. Beyond overseeing day-to-day operations and ensuring adherence to healthcare protocols, they actively contribute to the training and development of medical teams. This includes a strong mentoring aspect, where they guide and support junior medical staff in their professional growth and clinical skills. Their role is not only to maintain a high standard of patient care but also to apply medical knowledge to resolve complex operational challenges. Through collaboration with interdisciplinary teams, they play a crucial role in enhancing the overall efficiency and effectiveness of medical services.

Accountabilities:

Description	Key Result Areas
1. Oversee and coordinate daily consultations, vaccination services, and medical event management, ensuring the smooth functioning of medical activities.	<ul style="list-style-type: none"> • Effective oversight and coordination of daily consultations, vaccination services etc.
2. Supervise the medical team and ensure adherence to best practices in data management, specifically in the collection and analysis of data on diseases	<ul style="list-style-type: none"> • Effective supervision of the medical team • Adherence to best practices in data management and analysis.
3. Provide advanced advice and support to patients, relatives, and the multidisciplinary team, handling complex inquiries and appropriately referring questions to meet information and guidance needs.	<ul style="list-style-type: none"> • Demonstrate effective support to the multi-disciplinary team. • Referring complex inquiries appropriately.
4. Lead the development and implementation of comprehensive teaching and training programs, fostering the dissemination of best practices in infectious disease care.	<ul style="list-style-type: none"> • Successful dissemination of best practices.
5. Foster collaboration within the multidisciplinary team, taking charge of reporting and referring patient information, actively involving colleagues in addressing a diverse range of patient needs.	<ul style="list-style-type: none"> • Effective collaboration within the team • Patient information reported and referred effectively.
6. Serve as the focal point between the organisation and the provincial health department, ensuring effective communication and collaboration	<ul style="list-style-type: none"> • Effective communication, collaboration and dissemination of information
7. Drive opportunities for the team to enhance knowledge and proficiency in infectious disease practice.	<ul style="list-style-type: none"> • Opportunities identified for knowledge enhancement.
8. Contribute to the development and improvement of best practices in infectious diseases, providing guidance under leadership direction.	<ul style="list-style-type: none"> • Implementation of best practice within the research institute

Qualifications & Experience:

- Doctor of Medicine (MD) degree or related field
- Advanced degree (e.g., Master's) in a healthcare management, public related or a related field is a plus
- 7 – 9 years of relevant experience

Technical Competencies:

- Advanced proficiency in diagnosing and treating complex medical conditions, especially infectious diseases.
- Advanced knowledge of pharmacology and medication administration, including dosage calculating and medication reconciliation and inventory management
- Integration of research knowledge into daily healthcare operations.
- Proficient in contributing towards development of hospital and departmental policies and procedures.
- Advanced data management oversight, ensuring accuracy, confidentiality, and integrity.
- Utilization of advanced software tools for patient management and medical data recording.
- Strong expertise in performing various medical procedures (i.e., Biopsy, Surgeries).

Behavioural Competencies:

- Supervisory Skills: Manages and directs the activities of medical staff in the clinic or medical biology unit and provides constructive feedback and supports professional development.
- Collaboration: Working cooperatively with different teams within the medical unit to provide quality patient care and seek opinions and expertise of others. Likewise working with external agencies and willing to network to share knowledge and build relationships.
- Operational Efficiency: Manages clinic operations efficiently, optimizing resources to ensure the delivery of high-quality patient care. Develops and implements streamlined processes to enhance the overall effectiveness of medical services.
- Patient Advocacy: Advocates for the best interest of patients within the organization, ensuring that their needs are met, and their care is of the highest standard. Addresses patient concerns and collaborates with the medical team to enhance the patient experience.

Representative Jobs:

- Medical Supervisor