

**SHORT VACANCY NOTICE**

**Open to Internal and External Candidates**

Position	: <b>Senior Radiologic Technologist</b>
Organizational Unit	: <b>MHAC</b>
Duty Station	: <b>Lagos, Nigeria</b>
IOM Classification	: <b>G6</b>
Type of Appointment	: <b>Special Short Term Graded (SST) 6 months with possibility of extension</b>
SVN No.	: <b>SVN2022.111</b>
Estimated Start Date	: <b>As soon as possible</b>
Closing Date	: <b>11 September 2022</b>

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and 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.

IOM is committed to a diverse and inclusive work environment. Read more about diversity and inclusion at IOM at [www.iom.int/diversity](http://www.iom.int/diversity). Applications are welcome from first- and second-tier candidates, particularly qualified female candidates. For all IOM vacancies, applications from qualified and eligible first-tier candidates are considered before those of qualified and eligible second-tier candidates in the selection process.

**Context:**

Under the direct supervision of the Migration Health Officer, the technical guidance from IOM Teleradiology Centre, and the overall supervision of the Chief of Mission for administrative matters, the successful candidate will be responsible to oversee the overall activity of the Radiology Unit for processing the screening X-ray of refugees and immigrants in the Lagos MHAC, and specifically will carry out the following duties and responsibilities:

**Core Functions / Responsibilities:**

- Oversee the radiologic services in the Unit, and as needed, carry-out good quality chest X-ray images of migrants as requested by the panel 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 it is requested.
- Plan and schedule the daily work in the Radiology Unit and assign duties to staff.
- Supervise the staff and the overall activity in the Radiology Unit to ensure proper application of the radiographic techniques and radiation protection procedures, fast and smooth X-ray processing, optimized workflow, and timely delivery of quality chest X-ray images and reports.
- Ensure proper and respectful handling of applicants at the X-ray reception, counseling of applicants about the X-ray examination procedures, preparation of the equipment's and examination rooms, proper identification checking, correct biodata entry to CR/DR machines and standard labelling of the radiographic images and avoiding substitutions.

- Review the accuracy and quality of X-rays with proper processing of digital images on CR/DR X-ray machine, correcting technical quality of the images, and taking repeat when the image quality is not acceptable. Report important/urgent information to the Radiologists and/or Physicians as needed.
- Ensure consistently high quality CXRs through regular quality assurance and quality control, adherence to technical requirements of resettlement countries and radiographic techniques, checking and improvement of existing standard operating procedures, and close supervision and training of staff. And assign or take the role of quality assurance focal person for the X-ray Unit, as needed.
- Implement, monitor and maintain the radiologic safety measures in the Radiology Unit in compliance with the standard radiation protection rules and regulations, including regular use of lead shield to the applicants, use personal radiation measuring device to all staff and the regular reading, and proper protection of the X-ray room and keep all the records and assign radiation protection focal person for the Radiology Unit as needed by ensuring the safety of applicants, staff and the public.
- Maintain regular contact with the respective government authorities in the country for radiation safety compliance and getting license to operate X-ray Unit as needed. Schedule with IOM Units and the technical service providers outside of IOM regarding maintenance and repair of the equipment. Coordinate with Procurement Unit and Teleradiology Center for the purchase of equipment as needed.
- Communicate with the Radiologist or Teleradiology Centers for the reading of the chest X-rays and assign the radiology focal person for coordinating the chest X-ray reading workflow as needed.
- Ensure regular and timely quality assurance of the CR/DR X-ray machines, proper handling of machines and lead shields, and equipment performance assessment and reports.
- Ensure timely completion of the Radiology Units administrative duties, such as preparation of daily working lists, barcodes, checking refugees' identity, counseling of refugees, burning CXR images on CDs, uploading digital CXR images to eMedical website, statistical reports and analysis of operational activities, and proper record keeping and when needed, directly perform the activities
- Directly report to the Migration Health Officer regarding issues with staff and radiology work related matters.
- Implement infection control measures and ensure a tidy and neat work environment in the Radiology Unit.
- Suggest and implement additional technical measures, recommend new equipment, equipment modification, and crucial construction to improve the quality, speed or safety of the radiological procedures in the unit.
- Coordinate the purchase of supplies and equipment, make recommendations concerning the unit's operating budget, implement proper record keeping of consumables and maintenances services.
- Demonstrate new techniques, equipment and procedures to staff and provide technical guidance and training to new staff.
- Perform such other activities as requested by the supervisors.

### ***Required Qualifications and Experience***

#### ***Education***

- University Bachelor's degree in Radiologic Technology from an accredited academic institution with four years of relevant experience; Up to date professional license/Board certificate as per the country's requirement. Master's degree or additional certificates in health management, radiographic, public health or related field is an advantage

### **Experience**

- Thorough knowledge and experience in radiology department processes especially chest X-Ray and digital radiography required.
- Good computer skill (Microsoft Office), especially in Microsoft Excel is essential.
- Experience in managing a Radiologic Unit an advantage.
- Experience in screening chest X-ray and Health Assessment Programs an advantage.
- Knowledge and experience in radiology information systems and picture archiving and communication systems (PACS) an advantage.

### **Skills**

- Proven ability to work unsupervised and as part of a multidisciplinary team.
- Ability to work with tight deadlines
- Knowledge of radiation and patient safety
- Excellent verbal, written, interpersonal and customer service skills
- Flexible, adaptable and be able to demonstrate a client-focused attitude to delivery of the highest standards of care
- Demonstrated ability to maintain detail, accuracy, and confidentiality

### **Languages**

English Language is required (Oral and Written).

### **Desirable**

Working knowledge of the local languages is highly desirable.

### **Required Competencies:**

#### **Behavioural**

The incumbent is expected to demonstrate the following competencies:

#### **Values**

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintain 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 level 2**

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.

- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

#### **Managerial Competencies** – behavioural indicators *level 2*

- Leadership: provides a clear sense of direction, leads by example and demonstrates the ability to carry out the organization's vision; assists others to realize and develop their potential.
- Empowering others & building trust: creates an atmosphere of trust and an enabling environment where staff can contribute their best and develop their potential.
- Strategic thinking and vision: works strategically to realize the Organization's goals and communicates a clear strategic direction.

#### **Other**

Only candidates residing in the country of the duty station and within commuting distance of the duty station will be considered.

Appointment will be subject to certification that the candidate is medically fit for appointment, confirmation of all documents, and security clearances.

The appointment is subject to funding confirmation.

Women with the above qualifications are encouraged to apply.

#### **How to apply:**

Interested candidates are invited to submit their applications via email to **HRNIGERIA@iom.int** indicating position applied on subject line by **Sunday, 11 September 2022** and fill this link: <https://forms.office.com/r/f57W8r4sg5>

For the applications to be considered valid, IOM only accepts applications with a cover letter not more than one page specifying the motivation for application, addressed to **Human Resources, International Organization for Migration (IOM)** and with a subject line **SVN2022.111 Lagos. Senior Radiologic Technologist**

All applications should include a functional email address, mobile numbers, and detailed curriculum vitae (CV).

**Please note that this position is open only to Nigerian National applicants and only shortlisted candidates will be contacted.**

#### **Posting period:**

**From 29.08.2022 to 11.09.2022**

#### **No Fees:**

IOM does not charge a fee at any stage of its recruitment process (application, interview, processing, training, or other fee). IOM does not request any information related to bank accounts.