



## DR. AMBROSOLI MEMORIAL HOSPITAL

AGAGO District

Email: [kalongo.ambrosolihospital@gmail.com](mailto:kalongo.ambrosolihospital@gmail.com)

Tel: 0772204747

P.O. Box 47, Kalongo

### EMPLOYMENT OPPORTUNITY

Dr. Ambrosoli Memorial Hospital invites suitably qualified applicants for the vacant position of:

**Job Title:** Obstetrician/Gynecologist in Charge of Maternity Ward.

**Duration:** 1 year, Renewable.

**Report to:** Medical Director.

**Expected Salary:** UGX 5.000.000,00.

**Job Purpose:** The O/G is responsible for the organization and smooth implementation of all clinical activities (curative, preventive, promotive, and rehabilitative) in maternity Ward where she is assigned. She is also responsible for the supervision and coordination of all managerial/administrative activities required for the effective and efficient running of the Ward. The O/G is expected to work in smooth coordination with the Midwife in charge (I/C) of the Ward and to develop a team working approach for the benefit of the patients and the delivery of the best quality of services.

#### **Duties:**

##### **Clinical:**

##### **Inpatient Department**

- To ensure the highest standard of quality of care and safety in health care delivery, within the available resources and in conformity with the best practice and national guidelines. In particular:
  - Conduct daily round of the ward.
  - Apply the correct diagnostic procedures and therapeutic prescriptions according to the availability of drugs and accepted treatment schedules and procedures (reference to the Uganda Clinical Guidelines).
  - Discuss clinical cases with junior medical officer.
  - Recognize all conditions requiring more expert care and/or referral. o Be responsible for the discharge of the inpatients.
  - Control of the quality of all entries of medical records and progress notes in the patient's treatment sheet.



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- To notify/inform the I/C of the ward about all needs that requires action from I/C.
- To be vigilant about outbreaks and promptly notify the Medical Director and Hospital Management for quick action and reporting to the Health Authorities.
- To supervise and support the training of medical interns, midwifery and nursing students and any other medical/paramedical students.

### Additional Clinical Responsibilities

- To take up additional clinical and organizational responsibilities for running of specialist clinics/activities identified, Possible examples of these responsibilities are the following:
  - ANC and PNC, Gynecological Clinic including screening for cervical cancer and, in liaison with the Head of HIV clinic, PMTCT activities
- To monitor the performance of the ward in coordination with the I/C.

### **Administrative and other duties:**

- To adhere to the working time schedules, duty rosters, leave rosters and allocation of duties for Specialists as set by the Medical Director.
- To ensure the correct and prompt entry of all medical records (patient's treatment sheet, HMIS forms, Registers of Birth and Death, etc.) with accuracy, completeness and timeliness.
- To meet regularly on daily basis with the I/C to plan and oversee the daily activities of the ward.
- To discuss and agrees with the I/C of the ward all requirements (procurement of drugs and sundries, repairs, renovations, replacement or acquisition of new equipment, training opportunities) for effective action to take place.
- To call for departmental staff meetings and ensure synthetic minutes are taken and copy of them forwarded to the Medical Director and CEO.
- To participate in meetings called by the Medical Director or other members of the HMT, ensuring that no disruption of the routine and emergency activities takes place.
- To inform timely and consults the Medical Director and the SNO in case of decisions concerning relevant organizational and managerial issues in his/her line of responsibility.
- To provide CME and training to nursing, paramedical staff and allied professionals according to his/her expertise and, to this purpose, together with the I/C, organize CME meetings at least once every month.

### **Medico-legal:**

- To provide post-mortem inspection when required by the Hospital Management or by Police or other judiciary authority.
- To take responsibility for medical legal cases and fills in the forms required by the Police or other judiciary authority.
- Liaise and consult with the Medical Director any time needs arise.



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### **Approach:**

- To promote respectful and compassionate approach to patients.
- To enhance sense of responsibility and discipline at all levels.
- To ensure efficient use of resources.
- To care for the professional growth of paramedical, midwifery, nursing staff and students.
- To promote a spirit of collaboration with the nursing staff.
- To take care of an evidence-based professional image of the hospital.
- To promote research and documentation.
- To ensure the strict respect of confidentiality.

### **Education/Qualifications, Experience, and Licensing Requirements:**

- Graduate of an accredited medical school.
- MM in Obstetrics and Gynecology from a recognized University.
- Fully registered with UMDPC and have a valid APL.
- Minimum two years of clinical experience.

### **Skills:**

- Patient services
- Building relationships
- Excellent communication
- Analyzing information
- Quick in Decision-making

**How to Apply:** All suitably qualified and interested candidates are encouraged to submit their applications (detailed CV with covering letter plus copies of academic qualifications) to The Office of Human Resources, Kalongo Hospital P.O. Box 47 Agago, Uganda or email to [rakidi@ambrosolihospital.org](mailto:rakidi@ambrosolihospital.org), [kalongo.ambrosolihospital@gmail.com](mailto:kalongo.ambrosolihospital@gmail.com)

**NB:** Any efforts to influence the recruitment process will lead to automatic disqualification.

**Deadline:** 20th July, 2021 by 5:00pm