



## Indira Gandhi Memorial Hospital

Male', Maldives

Number: 137-HR/IUF/2023/25

# **JOB ADVERTISEMENT**

*There is a job vacancy for the following post on contract basis. (Only for Foreigners)*

*Since we have advertised for local candidates will first consider application from qualified local candidates for the available positions. If there are remaining vacancies we will give the opportunity to the foreign candidates.*

<b>Designation:</b>	Medical Officer
<b>Job ID:</b>	J-382443, J-382452, J-382453, J-382451, J-382454, J-382455, J-382450, J-382456, J-382457, J-382449, J-382448, J-382458, J-382464, J-382447, J-382446, J-382445, J-382444, J-382463, J-382460, J-382459, J-382461, J-382462
<b>Required Numbers:</b>	22
<b>Grade:</b>	CS12-1
<b>Classification:</b>	General Medical Practitioners
<b>Place of Work:</b>	Indira Gandhi Memorial Hospital
<b>Salary:</b>	MVR 15090.00 (per month)
<b>Service Allowance:</b>	MVR 6150.00

### **Eligibility Criteria:**

- General Medical Qualification (Allopathic Medicine).

### **Scope of Work:**

- Talk to the patient and his family and diagnose the physical and psychological examinations.
- Order diagnostic tests and conduct treatment based on the results of these tests.
- Prescribe, treat, counsel, prevent diseases, and monitor patient's condition regularly. Assist in medical procedures and operations for treatment
- Participate in planning and executing Public health protection and public awareness program.
- Refer patients to specialized centers and hospitals for treatment in cases of referral.
- Write and record patient health information and conduct continuous treatment based on this information on the advice of specialist doctors and share with other health workers on the team Share information with relevant government agencies and assist in research and investigations.
- Research on the origin of special health conditions and diseases affecting humans and publish in scientific reports on their treatment and prevention.

**Documents to be submitted:**

1. Qualification Certificate (MBBS)
  2. Transcript and Mark sheet (MBBS)
  3. Basic Registration (both MBBS)
  4. Internship Certificate (1 year)
  5. Experience letters (recent one should not be more than 3 months old)
  6. IELTS or Higher secondary and secondary examination result
  7. Certificate of Good Standing (three months' gap should not be there from issued date to till date)
  8. Curriculum Vitae (CV)
  9. Passport Copy (Minimum 12 months' Validity)
  10. Scanned color passport size photo
  11. Filled pre-registration form: [Download](#)
  12. IGMH job application form: [Download](#)
- [If you do not have valid Good Standing Certificate, please attach the request submission slip for these documents]

**Interview Details:**

Skype Interview for the shortlisted candidates will be held between 12<sup>th</sup> July 2023 to 31<sup>st</sup> July 2023.

**Criteria for shortlisting the qualified candidates:**

1. Educational Qualifications
2. Work Experience (1 years)
3. Age between 20 to 45

**Shortlisted criteria:**

33% out of the qualified candidates will be shortlisted for the interview.

**Selecting the most eligible applicant for the position:**

1. The one who get the highest marks in the interview process and the Criteria for shortlisting will be the most eligible applicant for the position.

**Application Deadline:** Required documents to be submitted before **13:00 of 11<sup>th</sup> July 2023** to the Human Resource Department of IGMH (11<sup>th</sup> Floor) or submit the application online, our mail address is [application.foreign@igmh.gov.mv](mailto:application.foreign@igmh.gov.mv) through a Maldives' registered recruitment agency.

**Note:** We will only accept the application with all the required documents mentioned above. Documents must be clearly color scanned, in one file (PDF format). **Direct applications are not accepted.**

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04<sup>th</sup> July 2023

