



CALL FOR PROPOSAL – INDIVIDUAL CONSULTANT

INFECTON PREVENTION AND CONTROL (IPC) CONSULTANT

Reference No: AUC/MHSD/C/002

1. BACKGROUND:

The African Union, established as a unique Pan African continental body, is charged with the responsibility of spear-heading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the Peoples of Africa and African States; as well as developing a new world-wide partnership. Its headquarters is located in Addis Ababa, Ethiopia.

The Medical and Health Services Directorate (MHSD) is one of the Directorates of the African Union Commission (AUC), under the Cabinet of the Deputy Chairperson. It provides medical care to AUC staff members and their Dependents; the AU Member State diplomatic Corps and their Dependents; and Delegates and Partners attending official AU missions, conferences, meetings and summit. The Directorate also oversees medical coverage plans and insurances for the AUC, AU Organs, AU Regional and Representational Offices.

In achieving its mandate, the Directorate invites expression of interest from the following category of medical professionals who are citizens of AU Member States and are interested in working on a part time basis at the AU Medical and Health Services Directorate.

2. OBJECTIVE OF THE ASSIGNMENT:

As the main objective of the Medical and Health Services Directorate is to provide health care to the growing number of clients, the Directorate has expanded its services to include numerous specialized services, specialty clinics as well as a 24/7 medical coverage. Therefore, the objective of this assignment is to equip these services and clinics with the needed medical, health and related professionals.

3. PLACE OF ASSIGNMENT:

The assignment will be at the African Union Medical and Health Services Directorate at the AUC HQ in Addis Ababa, Ethiopia. The assignment will be carried out under the responsibility, supervision and coordination of the Director of Medical and Health Services. The Consultant will report to the Director of Medical and Health Services.

Job Title: Infection Prevention and Control (IPC) Consultant
Department: Medical and Health Services Directorate
Supervisor: Director of Medical and Health Services
Duty Station: African Union Commission, Addis Ababa, Ethiopia.

4. MAJOR DUTIES AND RESPONSIBILITIES:

Under the supervision of the Head Division Clinical services, the IPC Consultant (IPC) Consultant will be responsible for the day to day Infection Prevention and Control activities of the Medical and Health Services Directorate, in the Isolation Center, Vaccination Center, in the AUC compound and in other areas as directed by the immediate supervisor. The DPC Consultant will also oversee disease surveillance and notification. His or Her duties are as follows:

- i. Under the guidance of the Director of Medical and Health Services, the IPC Consultant oversees the implementation of infection prevention and control practices in all units of the Medical and Health Services Directorate (MHSD). Ensures compliance with globally acceptable IPC practices.
- ii. Makes procurement plan for IPC materials, PPE's, disinfectants, antiseptics, detergents and other commodities for the MHSD.
- iii. Collaborates with reputable institutions such as WHO, Africa CDC, Ethiopian Public Health Institute etc on disease surveillance and notification. Remains up to date on global and local outbreaks of diseases.
- iv. Takes lead in ensuring compliance with infection prevention and control practices during meetings, conferences and summits of the African Union, Organs and Humanitarian and Peace Support Missions. Provides comprehensive feedback on coverage of such events.
- v. Participates in local and international conferences on IPC, disease notification and control and steps down knowledge gained from such events.
- vi. Be ready to be deployed at short notice to any place or facility for decontamination and cleaning.
- vii. Be ready to participate in the 24-hour, weekend, public holiday MHSD duty roster.

viii. Perform any other duty assigned by the Head Division Clinical Services, MHSD.

5. EDUCATIONAL QUALIFICATIONS:

- i. Must have a Bachelor degree in Public Health or Epidemiology or Nursing or Medical Laboratory Technology or Environmental Health.
- ii. Master's in Public Health will be an added advantage.

6. WORK EXPERIENCE:

At least three (3) years of experience in relevant field and should be practicing in a clinical setting or undergoing further studies in pursuit of a higher degree.

Experience in coverage of Summits, Meetings and Conferences.

Must have experience in data collection, analysis and interpretation as well as usage of common data collection tools.

7. OTHER RELEVANT SKILLS:

- i. Must be computer literate and familiar with waste management systems.
- ii. Able to communicate with and work effectively as part of a team in a complex, multi-cultural, multi ethnic environment to achieve Unit goals.
- iii. Must have a friendly demeanor, empathy and be able to communicate well with medical staff, clients and care givers politely.
- iv. Must be able to work effectively under pressure and maintain confidentiality at all times.
- v. Proficiency in one or more of the AU working languages, fluency in another AU language is an added advantage.

8. EVALUATION AND QUALIFICATION CRITERIA:

For evaluation of the expressions of interest the following criteria will be applied:

- a) Certified copies of Academic Qualification and relevant professional training (35 points);
- b) Strength of relevant experience related to the Assignment (60 points)
- c) Language (5 points)

NB. The shortlisted consultant will be invited for interview

9. PAYMENT ARRANGEMENTS:

All Consultants are called for duty on need basis and payment is effected at the end of every month for the days/hours worked.

10. REMUNERATION: Non-negotiable Fixed Rate of USD 40/shift worked

11. DURATION OF THE ASSIGNMENT:

Successful applicants will be issued with a 2 years framework contract and will be contacted for assignment as and when a need arise. Applicants should express their readiness to work night shift, week-ends and public holidays if the assignment so require.

Application must be sent to email: tender@africa-union.org in a written form to the address to below not later than 1500 hours local time, **30 August 2024**

African Union Commission,
Head of Procurement Travel and Store Division
Building C, 3rd floor
P.O.Box 3243, Roosevelt Street
Addis Ababa, Ethiopia
Tel: +251 (0) 11 551 7700 – Ext 4305
Fax: +251 (0) 11 551 0442; +251 11-551-0430
E-mail: tender@africa-union.org
(Consultant should send the proposal to both emails)

Further information can be obtained at the address below during office hours 8:00-13:00hrs and 14:00-17:00 hours Addis Ababa Time