

AFRICAN UNION

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Addis Ababa, Ethiopia P. O. Box 3243 Telephone: +251 115 517 700 Fax: +251 115 517 844 Website: www.au.int

CALL FOR PROPOSAL – INDIVIDUAL CONSULTANT

ANESTHETIST PHYSICIAN- 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; AU Consultants and Contractors; 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: Anaesthetist Physician 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 Director of Medical and Health Services, the Anaesthetist will be responsible for the day to day clinical and related activities of the Medical and Health Services Directorate as follows:

- i. Undertake a full pre-anaesthetic assessment and work up of the patient including history, physical examination, review available results of investigations.
- ii. Determine whether a patient is fit enough to undergo surgery. If fit, agree on an anesthetic plan which will be approved by the Surgeon and communicated to the patient.
- iii. Explain in details the anaesthetic procedures to be performed, medications to be used with their adverse effects, answer all patients' questions, clarify doubts and reassure the patients.
- iv. Initiate anesthesia, providing pre-operative care and pain relief to patients using safe anesthetics and analgesics.
- v. Continue anesthesia in the operating theatre and monitor patients while under anesthesia to ensure that they remain in a stable condition at all times during surgery.
- vi. Reverse anesthesia and relieve and manage post-operative pain to support the patient's recovery.
- vii. Work with all Surgeons (General Surgeon, ENT, Ophthalmology, Obstetrician and Gynaecologist), Physicians (Internist, Family Physicians, Paediatrician etc) and other medical personnel (including nurses, emergency unit and ambulance personnel on management of patients that requires Anaesthetist input.
- viii. Maintain detailed records of activities related to the care of patients, including anaesthetist reports and discharge instructions.

- ix. Train and teach medical staff, Clinical Attaches and Interns in both critical care and anesthesia as needed.
- x. Actively participate in upgrading the AU Medical and Health Services Directorate in respect of Equipment, Diagnostic technologies and Continuous Medical Education.
- xi. Participate in the development and delivery of health promotion, disease prevention and occupational Health and safety programs of the Directorate.
- xii. Actively participate in the AU Medical Board in determining the necessity for medical evacuations, prepare the clinical information and present same to the Medical Board for clearance. Play an active role in the management of the evacuation process, monitor the progress of the evacuees and follow up until their return.
- xiii. Perform any other duties as assigned by the Director MHSO or the immediate supervisor.

5. EDUCATIONAL QUALIFICATIONS:

MD/MBBS and MMed or Masters in Anesthesiology (Four years program) or Fellowship in Anesthesiology.

Must be registered to practice as a Physician Anaesthetist and have a valid practicing license.

6. WORK EXPERIENCE:

At least 8 years of post - specialization work experience as a Physician Anaesthetist in a secondary/ tertiary level hospital.

Must be currently employed and practicing as a Physician Anaesthetist.

Work experience in an International Organization will be an advantage.

7. OTHER RELEVANT SKILLS:

- i. Must be computer literate and familiar with Hospital Information 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 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) General Education Qualification and Relevant Training (35 points);
- b) Experience Related to the Assignment (65 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 affected at the end of every month for the days/hours worked.

10. REMUNERATION: Fixed Rate USD 30 USD/ hour worked

11. DURATION OF THE ASSIGNMENT:

The Consultant contract should be for a period of two (02) years, on need basis.

Successful applicants will be issued with a 2 years framework contract and will be contacted for assignment as and when a need arises. Applicants should express their readiness to work on night shift, weekends and public holidays, if the assignment so requires.

Applications must be sent by email to: tender@africa-union.org or in written form to the address to below not later than 15:00 hours local time, **30 August 2024**

**African Union Commission,
Head of Procurement Travel and Stores Division
P.O. Box 3243, Roosevelt Street Addis Ababa, Ethiopia
Tel: +251 (0) 11 551 7700 – Ext 4305, Fax: +251 11-551-7844**

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