

United Nations Development Programme

Programme of Assistance to the Palestinian People
برنامج الامم المتحدة الانمائي/ برنامج مساعدة الشعب الفلسطيني



Vacancy Announcement

Terms of Reference For Medical Waste Management Expert

Duty Station:	Ramallah, oPt
Vacancy Type:	External
Application Deadline:	5 April 2007
Type of Contract:	SSA
Languages Required:	English
Starting Date: (date when the selected candidate is expected to start)	16 April 2007
Duration of Initial Contract:	6 weeks

Background:

Improvement of Medical Waste Management in Ramallah District is a project funded by the Government of Japan and based upon their interest in the Medical Waste Management and their request to UNDP/PAPP to identify the Palestinian needs in this sector and their priorities. UNDP/PAPP is serving as the Executing and Implementing Agency for the project. It has financial responsibility and it is accountable to the donor, i.e. Japan Government, for the funds contributed.

The Beneficiary Agencies/Counterparts are the Environment Quality Authority, the Ministry of Health represented by Ramallah Governmental Hospital and the Ministry of Local Government represented by the Municipality of Ramallah.

The major activities of this project are:

- Assess Medical Waste Management and the current practices including collection, segregation, primary treatment, storage, transportation and final treatment within Ramallah Governmental Hospitals.
- Review and further develop a user friendly Medical Waste Management System/Manual for Ramallah Governmental Hospital.
- Improvement and further Development of the draft available of the National Regulations and Guidelines (to be used by the Health Care facilities and by the Service Providers) to control, manage and treat the Medical Waste in order to protect the public health and safeguard the environment.



- Assess the Medical Waste Management Systems within Ramallah Municipality, including current practices, problems and needs. Based upon the assessments report, develop a medical waste management system (manual) that includes and clarifies all responsibilities and appropriate procedures regarding handling, collection and transfer of medical waste.
- Conduct training activities to strengthen the institutional capacities of the stakeholders and the main beneficiaries of the project.
- Procurement of necessary equipment for Ramallah Governmental Hospital and Municipality of Ramallah.

Purpose:

To produce a Set of Manuals (for Ramallah Hospital and Ramallah Municipality) for Medical Waste Management that will cover all stages of medical waste management from point of generation to the ultimate disposal based on the available draft Master Plan and the draft guidelines for Healthcare Waste Management for West Bank and Gaza Strip.

Tasks and Responsibilities:

Under the overall supervision of the Project Manager, and in close cooperation with the two Project Coordinators and the Project counterparts, the consultant will conduct the following:

First: Review the available Medical Waste Management Master Plan and the available Practical Guideline for the Management of Health Care Waste and the other guidelines proposed by the Ministry of Health. Evaluate the documents and verify their suitability to be used as a baseline for further steps to be carried out. The Consultant should highlight the gaps and give recommendations on possible needed improvements.

Second: Recommend all the components of the medical waste management system that should be implemented by the counterparts (short term and long term). To achieve this, the consultant is expected to:

- Meet with all the projects counterparts.
- Review all relevant documents, i.e. draft Medical Waste Management Master Plan, available draft guidelines and other project-related documents.
- Recommend all the components of the medical waste management system.
- Suggest a waste reduction/minimization plan.
- Discuss the outcomes with the project staff and relevant project counterparts.

Third: Draft Medical Waste Management Manuals that will be implemented in Ramallah Governmental Hospital and Ramallah Municipality. The Manuals should cover all Medical Waste Management cycle from point of generation to final disposal. This should include waste definition, segregation, color coding, handling, onsite storage, onsite transport, offsite transport, treatment and disposal. The Manuals should also cover procedures to be followed in case of spillages and accidents. The manuals should be clear, precise and easy to follow and written as working instructions.



The consultant shall discuss the draft manuals with the project staff and the project counterparts and based on the comments, the Consultant shall revise the Manual

Qualifications:

A postgraduate degree in Environmental Management or related fields and/or equivalent work experience.

Proven real experience, at least ten years, in solid and hazardous waste management in general and Medical Waste Management in particular.

Excellent oral and written communication skills in English; knowledge of Arabic is an asset.

Experience with international best practices in medical waste management.

Experience in strategies for assisting developing countries.

Solid analytical and conceptual skills and the ability to think creatively.

Good knowledge of local context (culture, politics, and geography) is an asset.

Must be willing and able to travel throughout the West Bank.

Corporate Competencies:

Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability

Treats all people fairly without favoritism

Functional Competencies:

Consistently approaches work with energy and a positive, constructive attitude

Demonstrates openness to change and ability to manage complexities

Ability to lead effectively, mentoring as well as conflict resolution skills

Demonstrates strong oral and written communication skills

Remains calm, in control and good humored even under pressure

Proven networking, team-building, organizational and communication skills



To Apply:

- Interested candidates should send their Curriculum Vitae with a cover letter in English to the UNDP/PAPP Office in Jerusalem, specifying the position: **Medical Waste Expert-Ramallah**, by E-mail to hr.ps@undp.org or by fax to 02-6268223.
- Deadline: 5 April 2007