

JOB DESCRIPTION

Job Title	: Senior OH Physician
Location	: Aberdeen
Legal Entity	: International SOS (Medical Services) UK Limited
Reports Functionally To	: Medical Director
Reports Administratively To	: Head of Onshore Operations
Works Closely with	: OH Nurses, OH Physicians, Medical Director
Direct Reports	: None

A. Overall Purpose Of The Job *(Brief description of the primary purpose of this position)*

To deliver an Occupational Medical Service within the General Medical Council (GMC) and Faculty of Occupational Medicine (FOM) Codes of Professional Conduct and Scope of Professional Practice and to work with the Client Relationship and Account Management team to ensure that services are delivered in line with the Client contract and expectations, whilst providing clinical supervision to any International SOS or Client medics engaged on the assigned contract(s).

B. Key Responsibilities *(Critical responsibilities and skills of this position, listed in order of importance)*

- Maintain professional standards and CPD in accordance with current legislation and practices.
- Provide occupational health advice to clients and clinical supervision and occupational health support to colleagues.
- Client focal point for employee related occupational health matters.
- Represent International SOS and/or client at client or industry meetings and forums.
- Champion of International SOS' services and solutions, promoting continual improvement.
- Day to day clinical service delivery including routine medical screening, occupational health consultations, assessing medevacs, medical advisory and consultancy services, specialist medical services and clinics, product innovation, health data protection, health intelligence.
- Provide medical advisory, technical occupational health consultancy work.
- Work closely with Clinical Directors and Medical Director on assigned projects.
- Be prepared to take on the role of Clinical Lead in a field deemed suitable.
- Provide clinical supervision and relevant clinical training to more junior clinical staff, Nurses, Technicians and offshore Medics.
- Clinical supervision of medics on assigned contract(s) to deliver services in line with legislation, and the contract and client's expectations.
- Conduct audits and/or site visits as required at onshore or offshore, client or International SOS locations.
- Cooperation in the efficient running of the company by performing other reasonable duties requested.
- Participation in Topside rota where clinical background appropriate
- Delivery of client's clinical and/or occupational health services in line with the contract and client's expectations (including clinics, absence reviews and policy and/or procedure reviews).
- Assist in the implementation of new contracts and services.
- Attend regular client meetings, closing out any assigned actions in a timely manner.
- Provide advice and guidance to support client's occupational health programs.
- Log and respond to client queries in accordance with contractual service level agreements (SLA's) and/or key performance indicators (KPI's).
- Participate in client review meetings as required.
- Provide guidance in set up of medical facilities at assigned client sites.
- Assist contract management team, as required/requested, with preparation of quotes for additional, offsite and/or ad hoc work.

C. Job Profile

Required Skills and Knowledge *(Brief description of technical knowledge or skills needed to perform the job)*

- Quality of care focus
- Professional written and verbal communication skills
- Good interpersonal skills
- Able to work under pressure
- Strong commercial awareness
- Flexibility
- Enthusiastic and motivated
- Ability to take responsibility
- Information and communications technology (computer) skills
- Keep knowledge and skills up to date

Required Competencies *(Critical behaviours necessary to successfully perform the job)*

- **Applying Expertise & Technology:** applies specialist and detailed technical expertise; Develops job knowledge and expertise through continual professional development; Shares expertise and knowledge with others; Uses technology to achieve work objectives; Demonstrates an understanding of different organisational departments and functions.
- **Working with People:** demonstrates an interest in and understanding of others; Adapts to the team and builds team spirit; Recognises and acknowledges the contribution of others; Listens, consults others and communicates proactively; Supports and cares for others; Develops and openly communicates self-insight.
- **Delivering Results & Meeting Customer Expectations:** focuses on customer needs and satisfaction; Sets high standards for quality and quantity; Monitors and maintains quality and productivity; Works in a systematic, methodical and orderly way; Consistently achieves project goals.
- **Writing & Reporting:** writes clearly, succinctly and correctly; Writes convincingly in an engaging and expressive manner; Avoids the unnecessary use of jargon or complicated language; Writes in a well-structured and logical way; Structures information to meet the needs and understanding of the intended audience.

Required Work Experience *(Brief description of the job-related experience needed to perform the job)*

- Experience in providing OH advice to major employers or industry
- Relevant experience in Occupational Health
- Medical Advisory experience

Required Qualifications *(Brief description of the educational background needed to perform the job)*

- Medical doctor
- Ability to provide some or all of statutory medicals such as Lead, HAVS Tier or Ionizing Radiation
- AFOM or above
- Full GMC registration and a current licence to practice

Required Languages *(Brief description of the language skills needed to perform the job)*

- N/A

Travel / Rotation Requirements *(Brief description of any travel or rotation requirements)*

- The role may also involve attending meetings on client premises, workplace visits and visits to other clinical facilities.

This job description outlines the types of responsibilities the incumbent is required to perform. The incumbent may be required to perform job related tasks other than those specifically presented in this job description. This job description is subject to regular review.

Name & Signature of Reporting Manager

Name & Signature of Employee

Date

Date

Name & Signature of Country General Manager
or Regional General Manager

Date

Version: V1.0