



## VACANCY ANNOUNCEMENT: PEACE CORPS MEDICAL OFFICER

Peace Corps Macedonia seeks a full-time medical doctor to serve as a Peace Corps Medical Officer (PCMO) for a regional medical unit in Skopje, Macedonia. The PCMO will provide health care to U.S. Peace Corps Volunteers and share duties with two other PCMOs. He/she will work under the supervision of the Peace Corps Country Directors in Macedonia and Kosovo and the Office of Medical Services in Washington DC.

### *Duties include:*

- In accordance with Peace Corps medical guidelines, provide diagnostic, therapeutic, and preventative ambulatory healthcare services to Volunteers which includes assessment, diagnosis and management of acute episodic and chronic illness
- Individual short-term counseling on adjustment issues, stress management and cross-cultural problems
- Response to emergency medical situations
- Member of senior Peace Corps staff
- Promote health and prevent illness and injury by providing health information and training to Volunteers
- Occasional site visits to Peace Corps Volunteers in Macedonia and Kosovo
- Administrative tasks of the medical office including budget management
- Inventory of medical supplies and equipment
- Share 24 hour on-call duty with two other PCMOs
- Develop and sustain working relationships with medical providers in the region

### *Qualifications and Requirements:*

- Graduate of an accredited school. (MDs must be a graduate of a school listed in this link: <http://www.faimer.org/resources/imed.html>)
- Current license to practice
- Relevant clinical experience in primary care after medical school.
- Ability to communicate effectively in oral/written English.
- Experience managing mental health issues including counseling of patients
- Experience in training design and presentation of health related material
- Working knowledge of Microsoft Word, Excel, Access, Outlook
- Program management, administrative experience
- Ability to work effectively as part of an intercultural team
- Hardworking, reliable and diligent with good inter-personal skills
- Willing to travel to sites in Macedonia and Kosovo
- Ability to work with minimal supervision
- Must be able to obtain an American visa

### *Peace Corps Provides:*

- Extensive paid professional training opportunities in Macedonia, U.S. and/or abroad
- Opportunity to work with a dynamic, multicultural team of medical professionals
- Opportunity to work for a US government agency
- A generous benefits package, including supplementary healthcare coverage; paid vacation/sick leave, and flexible work schedule

Interested applicants should submit all of the following required application materials to [jobs@mk.peacecorps.gov](mailto:jobs@mk.peacecorps.gov). The deadline for applications is **December 22, 2017**.

**Salary:** 160,600 MKD/month (gross)

**Peace Corps Macedonia – Мирвен Корпус Македонија**

Osma Udrna Brigada 2 | 1000 Skopje | Macedonia | +389 2 309 0012 | [peacecorps.gov/Macedonia](http://peacecorps.gov/Macedonia)



**Required Application Materials for Peace Corps Medical Officer Vacancy**

1. [A completed PCMO Application form](#), a completed [PCMO applicant skills survey](#), and [a completed Privileging form](#). The applicant must complete this request for privileges depending on their professional qualifications.
2. A cover letter
3. A resume or C.V. that includes:
  - Professional positions held, identifying duties, responsibilities, dates of employment and reason for leaving
  - Education and training, identifying universities attended, dates of attendance, degrees and diplomas.
  - Professional licenses, certificates, registrations
  - An accounting for periods of unemployment longer than three months
4. Three professional medical references, including at least two from medical colleagues who have directly observed the applicant in a clinical setting. (One must also be from the current employer.)
5. Scanned copies or photocopies of:
  - **Diploma from medical school.**
  - **Professional medical license.** If the license does not have an expiration date, written confirmation must be submitted directly from the issuing authority. Please note, if a license is not required, rather, the medical diploma is the license to practice, written confirmation, issued directly from the professional medical board, Ministry of Health or other appropriate regulatory authority establishing that the candidate is properly credentialed for medical practice, is required.
  - **Professional certification (if Nurse Practitioner)**
6. The candidate should also provide the following in the PCMO application form:
  - a. Date of birth
  - b. Place of birth
  - c. Citizenship
  - d. Passport number
  - e. Passport issue date
  - f. Passport expiration date

**All documents must be in English. Official translation is not required.**

Peace Corps Macedonia is an Equal Opportunity Employer