



JOB VACANCY ANNOUNCEMENT

IT IS THE POLICY OF THE GOVERNMENT THAT QUALIFIED REPUBLIC OF PALAU CITIZENS ARE GIVEN FIRST PRIORITY FOR EMPLOYMENT CONSIDERATION; WITH UNITED STATES CITIZENS AND, SUBSEQUENTLY, THIRD COUNTRY NATIONALS UTILIZED IN POSITIONS FOR WHICH QUALIFIED REPUBLIC OF PALAU CITIZENS ARE NOT AVAILABLE.

VA #: BPSS-2016-116R1

OPENING DATE: 03/06/2017

CLOSING DATE: Continuous

POSITION TITLE: HEALTH EDUCATOR-ORAL HEALTH

SALARY: GL-12/1-5, \$605.38-\$675.08 B/W

LOCATION: BUREAU OF PUBLIC HEALTH
MINISTRY OF HEALTH
KOROR, REPUBLIC OF PALAU

SOURCE OF FUND: FEDERAL

DUTIES AND RESPONSIBILITIES:

- Plans and develops an effective ongoing promotional and preventive community oral health educational program for all age groups.
- Plans and coordinate dental services involvement during community promotional events.
- Gives talks or presentations to school, groups or individuals in the community about oral health issues.
- Makes certain that the population of each state in Palau made aware of the importance of oral health issues.
- Provides one to one oral health education to clients at the CHC Dental Clinic or Public Health facility.
- Plans and develops oral Health mass media material.
- Develop a comprehensive monthly activity report for submission to immediate supervisor.
- Performs other relevant tasks that may be assigned by the Chief, Division of Dental services.
- Ensure equipment maintenance requirements are reported senior staff.
- Has a good understanding of infection control procedures and works with others to ensure they are carried out according to Oral health service policy.
- Report all incidents and accidents promptly, according to MOH policies.
- Teach patients and community members oral hygiene techniques to help people maintain healthy teeth and gums.
- Counsel patients on plaque control, good nutrition, smoking cessation and systematic health.
- Demonstrate compliance with professional and ethical standards.
- Demonstrate advanced self-management skills, including the recognition of professional limitations and willingness to take responsibility for one's own actions and patient care.
- Demonstrate ability to acquire and utilize skills and knowledge via a range of means including self-study, formalized education and training on the job training.
- Participates in quality assurance activities.
- Communicates effectively with patient's families and MOH staff.
- Effectively manages relationships with key stakeholders.

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Applications are available and may be submitted to our offices located in the Ministry of Finance in Koror or Capitol Building in Melekeok.

- Contributes to internal and external working groups and committees.
- Participate on-island and off-island seminars, workshop and trainings/conference to enhance knowledge and skills.
- Participate and observes standardized procedure and policies and adhere to all Rules & Regulations for employees of the Government of the Republic of Palau.
- Identifies opportunities for collaboration in an effort to break down silo and strengthen systems.

MINIMUM QUALIFICATIONS AND OTHER REQUIREMENTS:

Associate Degree or diploma in Dental Hygiene, Dental therapy, Public Health or health related education (or MOH recognized training with external assessment) with at least five (5) years' experience on dental profession.