



JOB DESCRIPTION

Position Title	:	Deputy Dean of Medicine (Engagement)
Faculty	:	Medicine
Report to	:	Dean
Reportees	:	N/A
Employer	:	University of Puthisastra
Location	:	Phnom Penh

I. Duties and responsibilities

- Proactively and effectively establish strong partnerships with public and private institutions nationally, leading to collaborative initiatives including clinical research relevant to Cambodians;
- Assist the Dean with accreditation and review processes;
- Represent the Dean when assigned by the Dean;
- Act as Dean if requested to do so, when the Dean is absent;
- Participate in University Committees;
- Perform other duties and assume additional responsibilities as assigned by the Dean of the Faculty of Medicine.

II. Qualifications and Requirements:

1. Education:

- MD Degree

2. Experience:

- Must have held within the last 2 years or currently hold a senior position in the Ministry of Health or in a Public Hospital in Phnom Penh

- Good understanding of current educational needs of medical students

3. Skills/Competencies:

- Excellent ability to develop and maintain excellent working relationships with different Institutions
 - Ability and enthusiasm to take initiative to solve or improve problems and issues proactively
 - Excellent communication skills and ability to work in a team
 - Very good oral and written command of English
 - Excellent oral and written command of Khmer
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