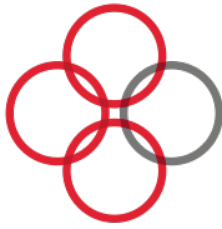


Senior School Nurse (with current DHCC License)

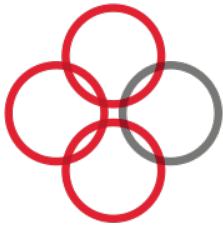
The Swiss International Scientific School in Dubai is a leading day and boarding school where future generations are inspired to become confident and enthusiastic life-long learners, ready to embrace the opportunities of a global world. Our school follows the full continuum International Baccalaureate (IB) programme in English with additional languages or in two bilingual English-French and English- German streams. SISD is an IB Continuum World School authorised to offer and teach the IB Primary Years Programme (PYP), IB Middle Years Programme (MYP) and IB Diploma Programme (DP). Our unique curriculum offers an engaging learning experience, the challenge of developing a real understanding of cultural diversity and the support of a thriving international community. Our large eco-friendly campus ensures that we can offer a wide range of sporting facilities that make the most of our location adjacent to Dubai Creek.

Job title	Senior School Nurse	Department	Health Department
Start date	7 April 2019	Location	Dubai, UAE
Reports to	COO & Partner	Position(s) supervised	2

Job Scope	<ul style="list-style-type: none"> The Senior School Nurse is responsible for managing the health center and its daily operations and the nursing team To develop and maintain, in close collaboration with the school doctor, a healthy school environment through effective regular health education programs and awareness campaigns
Main Duties and Responsibilities	<ul style="list-style-type: none"> To manage the health center and its daily operations in close collaboration with the line manager To manage all processes and documentation as per CPQ DHCC, DHA and KHDA requirements To supervise the healthcare provided by the nursing team, ensuring that nursing care meets regulatory standards To be the main medical contact with Boarding House management To train nursing management staff and coordinate educational programs for the students, their families and the academic staff. To prepare, review and approve health policies and procedures To plan the staffing budget and recruitment To implement quality assurance systems To ensure the school is updated on current medical practices and legislation at any time To be responsible for the management and maintenance of all school medical files



	<ul style="list-style-type: none"> • To intervene with actual and potential health problems within the student community. • To carry out basic medical examination, first aid and emergency care with or without guidance of the school doctor and refer accidents and illness appropriately to the school doctor or hospitals • To monitor maintenance of cleanliness and hygiene within the school • To act as a role model in promoting a healthy lifestyle • To promote health and safety in close collaboration with the school doctor • To adhere to the nursing code of conduct & Ethics of Dubai Healthcare City and Dubai Health Authorities at any time.
Key Relationships	
Internal	Students, Teachers, School Nurses, School Doctor and COO and Partner, Administration teams.
External	Parents, Clinics, Hospitals
Position Requirements	
Education	<ul style="list-style-type: none"> • Bachelor’s degree in Nursing or General Nursing certificate • Current and valid DHCC Nurse License
MUST HAVE SKILLS	<ul style="list-style-type: none"> • Proficient in English • Positive interpersonal and communication skills • A self-starter with a high degree of initiative
Experience	<ul style="list-style-type: none"> • Minimum of 5 years work experience as Paediatric Nurse • Minimum of 2 years work experience as a Clinic Manager and/or Senior Nurse
Competencies	<ul style="list-style-type: none"> • Inter-culturally aware with well-developed interpersonal skills • Maintains confidentiality and high integrity
Additional Requirements	<ul style="list-style-type: none"> • Any additional language is a plus • Experience as a Senior Nurse in a school is a plus
Application	<p>Candidates are requested to submit the following documents:</p> <ul style="list-style-type: none"> • Cover letter no longer than two pages, explaining your strengths as a candidate and why you are interested in this particular position • Current CV / resume not to exceed two pages with passport size photo on white background • Please send your application to: hr@sisd.ae <p>SISD is committed to safeguarding and promoting the welfare of all of its employees and students. Satisfactory references and a police check is a pre-requisite for all appointments.</p>



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