

**CHIEF OPERATIONS OFFICER - COMMISSIONING MANAGER (NEW
SANGRE GRANDE HOSPITAL)
SCOPE OF SERVICES**

General Responsibilities:

The position leads the core team for the commissioning of the Sangre Grande Hospital Campus in keeping with set communication standards with all key stakeholders. The incumbent will be required to define, develop and establish a pre-commissioning, commissioning and execution framework for the project.

Specific Responsibilities:

- Developing, managing and delivering the project methodology for the commissioning execution strategy.
- Develop and implement the organisational transitioning strategy to ensure effectiveness and efficiency in the commissioning strategy for the integrated campus.
- Ensure the strategies for the respective specialists areas on the Commissioning Team (HR, Accreditation and Equipment/Engineering) are prepared and submitted in accordance with set standards.
- Management of commissioning activities including but not limited to medical and non-medical equipment in conjunction with other stakeholders.
- Prepare and submit formal reports to the relevant stakeholders on commissioning activities.
- Management/supervision of the commissioning team to ensure execution of assigned roles and responsibilities.
- Work alongside key stakeholders including representatives from the Ministry of Health, Eastern Regional Health Authority, UDeCOTT and VAMED.
- Performs any other related duties as requested.

Knowledge, Skills and Abilities

- Working knowledge of Project and Resources Management
- Knowledge of Laws, regulations, guidelines, and codes relating to management of health care institutions
- Knowledge of local engineering codes
- Knowledge of local and international safety codes pertaining to health institutions
- Knowledge of quality improvement strategies and standards setting
- Knowledge of organization design and analysis techniques
- Working Knowledge of Financial and Budgetary control.
- Ability to establish and maintain good relationships with other stakeholders, inclusive of but not limited to Contractors, Ministry of Health, ERHA

Minimum Training and Experience:

- Post graduate qualifications in Health Service Administration/Hospital Administration
- First Degree in Project Management or any other relevant field
- A minimum of eight (8) years' experience in a similar capacity
- Any equivalent combination of training and experience