

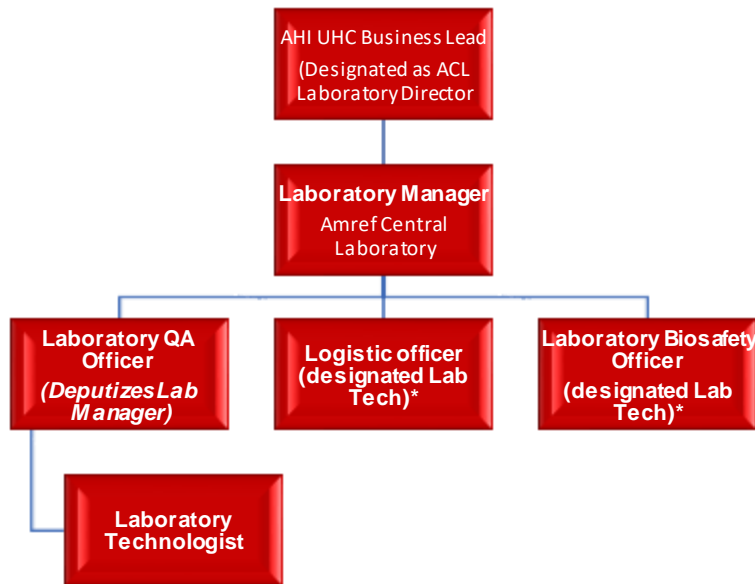
JOB DESCRIPTION

IDENTIFICATION	
JOB TITLE	Laboratory Technologist, Amref Central Lab (ACL)
REPORTING TO	Quality Assurance Officer, Amref Central Lab
UNIT	Amref Central Laboratory
DIRECTORATE	Amref Health Innovation (AHI)
CONTRACT & DURATION	2 positions (2year regular contract); 1 position (1year Short term contract); 5 positions (6months short term contract)
PHYSICAL LOCATION	Amref KCO – Wilson-Nairobi, Kenya.

Main purpose of job

Perform complex technical work involving laboratory analysis of human samples . Job duties include a combination of the following responsibilities: extensive and complex steps requiring manual manipulation and pipetting, close monitoring and control, evaluation of data, and careful and accurate work.

REPORTING RELATIONSHIPS



PRINCIPAL RESPONSIBILITIES

KEY AREA	Activity
Perform analytical tests	Evaluate specimens received by laboratory and organize workflow to provide optimum efficiency of testing and turnaround times of results
	Perform quality control, validation, and other quality activities to verify performance of assays
	Maintain equipment by performing assigned maintenance activities and troubleshoot unexpected problems for the equipment
	Evaluate inventory of supplies and reagents and communicate order needs
	Operate complex equipment and computer programs related to laboratory equipment and other accessories.
	Maintain records of test results and archives of data
	Maintain a safe, neat and clean work environment
	Archiving and tracking of specimens
Quality assurance activities	Perform proficiency testing to maintain compliance with regulatory agencies
	Training of new laboratory staff and interns
	Assist department in writing and maintaining standard operating procedures in the

KEY AREA	Activity
	laboratory and document knowledge by reviewing and signing SOPs.
	Record data to monitor temperatures and humidity of various equipment and environmental conditions.
	Follow established quality management policies and GLP practice
	Perform and document corrective action, including follow-up monitoring to gauge the effectiveness of the corrective action.
	Lead in calibration of pipettes, thermometers, and other measuring equipment.
	Perform analytical tests in the laboratory as assigned by the Laboratory Quality Assurance Officer and immediately report any problems with tests, equipment or results to the sections heads/ Quality Assurance Officer.
	Follow all Quality Assurance/Quality Control procedures as outlined in the ACL Laboratory Quality Assurance Manual.
	Perform the following routine laboratory duties: - -Keep lab work areas clean and organized -Perform routine maintenance of lab equipment -Monitor the status of laboratory supplies - Complete QA/QC assignments. -Proper documentation in the laboratory.
Assist with laboratory administrative duties.	Perform laboratory administrative duties by receiving samples from customers or users as needed, Calculating and recording analytical results in the appropriate log book, data entry in the LIMS, Maintaining chemical/equipment traceability records, documenting QA/QC requirements, and generating control charts.
	Assist Quality Assurance Officer and Laboratory Manager with administrative duties as necessary including but not limited to the following: - -Generating and/or reviewing analytical reports -Contacting lab users or customers -Monitoring turn-around times -Maintain smooth laboratory work flow.
Other duties	Responsible for the compliance to standards and directives.
	Ensure effective communication between laboratory and AMC management.
	Assist in development of sustainable laboratory business proposals.
	Assist in coordinating activities for Interns/student Trainings, field activities and other activities that shall be assigned by the Laboratory Manager or Laboratory Director..

REQUIRED QUALIFICATIONS

Minimum Requirements

- Must be a Kenyan citizen
- Must be registered and have a valid license to practice from Kenya Medical Laboratory Technicians and Technologist Board (KMLTTB).
- Must be conversant with Laws of Kenya for Medical Laboratory Technicians and Technologists Act CAP. 253A of 2012.
- Proficiency in computer package and MS Excel is an added advantage.

Minimum Education

- Bachelor of Science degree or Diploma in Medical Laboratory Sciences from a KMLTTB approved institution.
- Prior training on ISO15189:2012 on QMS implementation and worked in an accredited laboratory is an added advantage.
- Prior training on Good Clinical Laboratory Practices is an added advantage.
- Prior training on the Biosafety/Biosecurity is an added advantage.
- Prior training in molecular and PCR techniques is an added advantage.

Experience

- Has worked as a Laboratory technologist under supervision for a period of not less than **two (2) years**.
- Has experience working in the private healthcare sector.
- Has served as a molecular laboratory technologist is an added advantage
- Prior experience in laboratory implementing ISO 15189 standard.
- Previous work experience within private sector facilities is an added advantage.
- Proficiency in MS Excel is an added advantage.

Skills

- Good interpersonal skills.
- Excellent communication skills;
- Ability to communicate with internal and external stakeholders,
- Excellent presentation skills.
- Excellent coordination and planning skills
- Report writing skills: Ability to write complex reports
- Demonstrate high levels of integrity
- Strong analytical and problem-solving skills
- Excellent team player.

Work Environment

Medical Laboratory work environment.

HOW TO APPLY

Please visit our website www.amref.org to view the full Job description. You will be directed to our online portal where you will need to create an account successfully in order for you to be able to submit your application. Please note that you will receive an email confirmation for creation of account and an acknowledgment email upon submitting your application. **Deadline for submission: 10th August 2021**. Please note that only shortlisted candidates will be contacted.

Duly note that Amref Health Africa does not require applicants to pay any money at whatever stage of the recruitment and selection process and have not retained any agent in connection with recruitment.

Amref Health Africa is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. Amref Health Africa is an equal opportunity employer and has a non-smoking environment policy