



International Organization for Migration (IOM)
The UN Migration Agency

VACANCY NOTICE

Open to Internal and External Candidates

Position Title : **Laboratory Technologist**
Vacancy No. : **IOMRONBO/VN/034/2023**
Duty Station : **Regional Office, Nairobi, Kenya**
Classification : **General Service Staff, Grade G5**
Type of Appointment : **One Year Fixed Term Contract (with possibility of extension)**
Estimated Start Date : **As soon as possible**
Closing Date : **October 18, 2023**

The International Organization for Migration (IOM) is the UN Migration Agency. With 174 member states it is committed to the principle that humane and orderly migration benefits migrants and society. Established in 1951 and now active in over 400 field locations worldwide, IOM works with partners, government and civil society to:

1. Assist in meeting the operational challenges of migration and mobility
2. Advance understanding of migration issues
3. Encourage social and economic development through migration; and
4. Uphold the human dignity and well-being of migrants and mobile populations.

IOM is committed to a diverse and inclusive environment. Internal and External candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

IOM's Regional Office for the East and Horn of Africa supports and monitors the following countries: Burundi, Djibouti, Eritrea, Ethiopia, Kenya, Rwanda, Somalia, South Sudan, Tanzania and Uganda. Through a team of specialists, the Regional Office supports the development, implementation, monitoring, reporting and evaluation of projects and initiatives undertaken by country offices and regional programmes.

Context:

Under the overall supervision of the Regional Health Assessment Programme Coordinator (RHAPC), the direct supervision of the Laboratory Supervisor (mPDA), and the technical guidance of the Regional Laboratory Coordinator, the incumbent will be responsible for duties and responsibilities related to the Medical Processing and

Deployment Arrangements (mPDA) in Sub-Saharan Africa. The mPDA unit is tasked to support the RHAPC in implementing pre-immigration medical examination activities in the region, particularly providing mobile missions and surge support to the country offices, capacity-building of medical personnel, and systematic monitoring and evaluation of the Health Assessment Programme in the region.

Core Functions / Responsibilities:

In particular he/she will:

1. Perform laboratory procedures as assigned by the laboratory supervisor for pre-examination, examination, and post-examination activities through the use of standard relevant equipment.
2. Contribute to the implementation of laboratory quality management systems under the guidance of the laboratory supervisor. Take on the focal point role for one or more quality system essentials (QSE) as requested by the laboratory supervisor.
3. Ensure standards and the quality of laboratory procedures by strictly following the Standard Operating Procedures (SOPs).
4. Adhere to biosafety measures adopted in the laboratory, being responsible for the safety of oneself and others.
5. Organize and operate activities on assigned stations for accurate, efficient, and timely delivery of results.
6. Perform quality control and quality assurance activities for assigned stations and document results as required.
7. Facilitate laboratory equipment maintenance to ensure these are in good working order and operate equipment appropriately following SOPs.
8. Facilitate laboratory stock management and monitor that the equipment and consumables are sufficient for the anticipated work.
9. Alert the laboratory supervisor to any problems related to operations, including equipment, stock management, and biosafety.
10. Facilitate maintenance of established systems of organized record keeping and information management for timely delivery of results, data collection, analysis, and reporting for laboratory monitoring and facilitation of operational research.
11. Develop and/or update SOPs in coordination with the laboratory supervisor.
12. Participate in the improvement of the service system according to the adopted work plan in the laboratory.
13. Manage and meet client expectations by prioritizing interests and providing services with guiding principles of patients' dignity, beneficence, and non-maleficence in a courteous manner.
14. Ensures compliance with IOM instruction INS 278 and undertakes all designated mandatory training.
15. Assist with the coordinations with the staff in the mPDA team, the Migrant Health Assessment Centre and IOM country missions when needed.
16. Participate in the organization and preparation of the mobile missions and training sessions when required.
17. Travel as needed.
18. Perform such other duties as may be assigned.

Required Qualifications and Experience

Education

- Bachelor's degree or Diploma from an accredited academic institution in Medical (Clinical) Laboratory Sciences, Microbiology or a related discipline in countries where the scope of responsibilities are fulfilled according to national regulations.
- A valid license to practice, if applicable

Experience

- Three years for Bachelor's degree holder and five years for diploma holders of relevant clinical laboratory experience in a busy institution, preferably in a laboratory;
- Relevant technical knowledge and practices to personnel and laboratory operations;
- Knowledge and experience in clinical laboratory techniques;
- Knowledge of laboratory quality management systems;
- Knowledge of the principles and practices laboratory biosafety;
- Computer literate with understanding of accurate data collection and analysis for monitoring and continuous improvement of laboratory services and performances; and,
- Good awareness of the laboratory role in health systems, optional use of resources for quality and efficient services delivery.

Skills

- Effectively applies and transfers relevant technical knowledge and practices to personnel and laboratory operations;
- Organizational skills;
- Communication skills;
- Good computer skills, especially in Microsoft Excel is essential.

Languages

Fluency in both written and spoken English and Kiswahili is required.

Knowledge of French is an advantage.

Required Competencies

The incumbent is expected to demonstrate the following values and competencies:

Values - all IOM staff members must abide by and demonstrate these three values:

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – behavioural indicators *level 1*

- **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- **Managing and sharing knowledge:** continuously seeks to learn, share knowledge and innovate.
- **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

Other

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation. Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable.

How to apply:

Submit cover letter indicating the Position Title & Vacancy Notice Number (**Laboratory Technologist-IOMRONBO/VN/034/2023**), and CV with telephone and e-mail contacts including 3 Referees (Supervisors) to: IOM, RO Human Resources Department, via e-mail to ronairobihrdrec@iom.int

Closing Date: 18 October 2023

Only Shortlisted Applicants will be contacted.

NOTE

NO FEE: The International Organization for Migration (IOM) does not charge a fee at any stage of the recruitment process (application, interview meeting, process, or training). IOM does not concern itself with information on applicants' bank details.

Posting period:

From: **11.10.2023** to **18.10.2023**