



International Organization for Migration (IOM)
The UN Migration Agency

VACANCY NOTICE

Open to Internal and External Candidates

Position Title : **Senior Laboratory Technologist**
Vacancy No. : **IOMRONBO/VN/035/2023**
Duty Station : **Regional Office, Nairobi, Kenya**
Classification : **General Service Staff, Grade G6**
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 mPDA Coordinator, 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. Organize laboratory services and oversee daily activities in regard to mPDA activities in the region for efficient and optimal service delivery while adapting services to prevailing local conditions, levels of expertise and available technology.
2. Implement a laboratory quality management system according to national and/or international guidelines, towards compliance with ISO 15189:2012 or similar standards, in collaboration with the regional laboratory coordinator.
3. Ensure that facilities and biosafety measures in the laboratory meet international standards and country requirements inform the Regional Laboratory Coordinator of any non-compliance and propose corrective actions.
4. Ensure that IOM quality standards for laboratory services are applied and meet the needs of HAP and other programmes or other project requirements through the development and maintenance of a laboratory quality manual that includes Standard Operating Procedures (SOPs) which are up to date and undergo annual review.
5. Ensure that the equipment and consumables are sufficient for the anticipated workload. Plan and coordinate procurement, delivery, installation, maintenance and operation of all laboratory equipment and optimal expenditure of consumables required for the mobile missions.
6. Implement and maintain the system of organized record keeping, using IOM LIMS and MedStock applications, and information management for timely delivery of results, data collection, analysis and reporting for laboratory monitoring and facilitation to operational research.
7. Maintain and promote high quality with regard to international standards in all aspects of service delivery via internal quality control and organizing participation in external quality assurance according to IOM standards.
8. Monitor needs of staffing levels for the planned workload. Participate in and facilitate recruiting, training, guiding and supervising laboratory staff. Maintain records of staff development and training.
9. Ensure that external laboratories performing testing on behalf of IOM meet IOM and national quality standards.
10. In collaboration with the CMHO and CoM, assist in maintaining national licensing and/or recognition according to the national requirements or agreement required for the mobile missions.
11. Participate in annual HAP activities planning and budget preparation related to laboratory services of the mPDA unit.
12. Liaise on laboratory-related topics with national laboratories and laboratories in other countries, IOM Departments, and relevant national entities.
13. Establish, monitor, and ensure a system of laboratory customer services meeting the expectations of clients, medical personnel, and counterparts; prioritize clients' interests and delivering of services with guiding principles of clients' dignity, beneficence, and non-maleficence in a courteous manner by the laboratory.
14. Ensure compliance with IOM instruction INS 278 and undertakes all designated mandatory training.
15. Coordinate with the staff in the mPDA team, the Migrant Health Assessment Centre, and IOM country missions when needed.
16. Participate in the planning 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 from an accredited academic institution in Medical (Clinical) Laboratory Sciences, Microbiology or a related discipline
- In addition, preferably, Master's degree or higher degree from an accredited academic institution.
- A valid license to practice, if applicable.

Experience

- Four years for Bachelor degree holder with relevant clinical laboratory experience in a busy institution, preferably in a laboratory.
- Proven management and/or Supervisory, organizational and planning skills.
- Demonstrated experience in clinical laboratory techniques;
- Demonstrated ability to implement a laboratory quality management system;
- Demonstrated knowledge of the principles and practices laboratory biosafety;
- Demonstrate effective managerial and leadership skills in the provision of quality laboratory services;
- Computer literate with good understanding of data collection and analysis for monitoring and continuous improvement of laboratory services and performance.
- Awareness of the laboratory role in health systems, optimal 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 2*

- 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.

Managerial Competencies - behavioural indicators *level 2*

- Leadership: Provides a clear sense of direction, leads by example and demonstrates the ability to carry out the Organization's vision. Assists others to realize and develop their leadership and professional potential.
- Empowering others: Creates an enabling environment where staff can contribute their best and develop their potential.
- Building Trust: Promotes shared values and creates an atmosphere of trust and honesty.
- Strategic thinking and vision: Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- Humility: Leads with humility and shows openness to acknowledging own shortcomings.

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 (**Senior Laboratory Technologist-IOMRONBO/VN/035/2023**), 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**