



**UNITED
NATIONS
RWANDA**



CALL FOR APPLICATIONS FOR LABORATORY TECHNICIAN

Position Title : **Laboratory Technician**
Organizational Unit : **MHD**

Duty Station : **IOM Kigali, Rwanda**

Type of Appointment : **Non-staff**

Estimated Start Date : **As soon as possible**

Closing Date : **March 27, 2023**

Reference Code : **CFA 2023/06 - RW**

II. ORGANIZATIONAL CONTEXT AND SCOPE

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental, and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Context:

Under the direct supervision of the Laboratory Supervisor and the overall supervision of the Chief Migration Health Officer (CMHO) the incumbent will be responsible for technical support to laboratory services with respect to Migration Health Assessments (HAP) and other programmes implemented by the IOM Migration Health Division in country Kigali, Rwanda:

III. RESPONSIBILITIES AND ACCOUNTABILITIES

1. Perform laboratory procedures as assigned by the laboratory supervisor for pre-examination, examination and post-examination activities through the use of the standard relevant equipment.
2. Ensure standards and the quality of laboratory procedures by strictly following the Standard Operating Procedures (SOPs).
3. Adhere to biosafety measures adopted in the laboratory, minding the safety of oneself and others.
4. Organize and operate activities on assigned station for accurate, efficient and timely delivery of results.
5. Perform quality control activities for assigned stations and document results as required.
6. Facilitate in maintenance of laboratory equipment in good working order and operate equipment appropriately following SOPs.
7. Facilitate in laboratory stock management and monitor that the equipment and consumables are sufficient for the anticipated work.
8. Facilitate to maintenance of established system of organized record keeping and information management for timely delivery of results, data collection, analysis and reporting for laboratory monitoring and facilitation to operational research.
9. Participate in the development and updating of SOPs as needed.
10. Participate in the improvement of the service system according to adopted work plan in the laboratory.

Perform such other duties as may be assigned.

IV. Required Qualifications and Experience

Education

Completed Bachelor's degree or Diploma from an accredited academic institution in Medical (Clinical) Laboratory Sciences, Microbiology or a related discipline.

Experience	
<ul style="list-style-type: none"> • At least two years of relevant laboratory experience in a busy institution, preferably in a laboratory; • Relevant technical knowledge and practices to personnel and laboratory operations; • Computer literate with understanding of accurate data collection and analysis for monitoring and continuous improvement of laboratory services and performance; and, • Good awareness of the laboratory role in health systems, optimal use of resources for quality and efficient services delivery. 	
V. LANGUAGES	
Required (specify the required knowledge)	Advantageous
English and Kinyarwanda	French
Notes	
Appointment will be subject to certification that the candidate is medically fit for appointment	

How to apply:

Interested candidates are invited to submit their applications to iomwandarecruitment@iom.int by 26 March 2023 at the latest, referring to this advertisement.

The subject of your e-mail MUST indicate the reference code, the Position title as well as candidate's names

In order for an application to be considered valid, IOM will only accept applications which should include a CV and an application letter (not more than one page)

Only shortlisted candidates will be contacted.

Posting period:

From 21.03.2023 to 27.03.2023