

Open to Internal and External Candidates

Position Title: **Laboratory Technician**
Duty Station: **Pretoria, South Africa**
Classification: **General Service Staff, Grade G4**
Type of Appointment: **Fixed term, one year with possibility of extension**
Estimated Start Date: **As soon as possible**
Closing Date: **28 March 2018**

The International Organization for Migration (IOM) is a dynamic and growing inter-governmental organization, with 169 member states. IOM is committed to the principle that “humane and orderly migration benefits migrants and society”. Established in 1951 and now active in over 440 field locations worldwide, IOM works with partners, government and civil society to promote international cooperation to address operational challenges of migration and mobility, assist in the search for practical solutions to migration problems, and to provide humanitarian assistance to migrants in need, including refugees and internally displaced people.

Context:

Under the overall supervision of the Chief of Mission South Africa, the functional supervision of the Regional Laboratory Specialist and the administrative supervision of the Migration Health Officer, the incumbent will work in close coordination with other members of the laboratory and migration health team. The incumbent will have the following duties and responsibilities

Core Functions / Responsibilities:

- Assist in the conduct of laboratory testing for migrants from Southern African Region for Tuberculosis; infection and Disease, Malaria and for presence of HIV antibodies, syphilis infection, and other sexually transmitted diseases through the use of the standard relevant equipment.
- Conduct tuberculosis smear testing on specimens collected and GenXpert testing for MTB.
- Conduct IGRA testing for tuberculosis infection testing using ELISA systems.
- Ensure that all IOM Quality Control procedures are met for all testing.
- Ensure collection of pathology specimens from migrants. Arrange transport of these specimens to the appropriate laboratories in good condition.
- Liaise with the IOM Migration Health Services’ Team in Pretoria on the testing requirements and result posting.
- Assist in preparation of various media for laboratory testing of migrant applicants.
- Assist in the molecular testing, as required for laboratory support for the migration programs operating in Southern Africa Region.
- Liaise with local laboratory service providers in order to proceed with the performance of laboratory testing in Pretoria and other centres as may be required.

- Ensure communication between IOM laboratory technicians, MHD Officers Pretoria and local and regional laboratory service providers.
- Perform other such duties as may be required.

Required Qualifications and Experience:

Education

- High School Degree/Certificate with at least four years’ of relevant professional experience or a Bachelor’s degree or Equivalent or Higher

Experience

- At least 2 years' of relevant professional experience in Medical Laboratory Techniques
- Experience in Tuberculosis, HIV, and syphilis serology, and ELISA system testing desirable

Languages

Fluency in English is required. Working knowledge of French is an advantage.

Note

Please be advised that this is a local position and as such only qualified candidates residing in South Africa and candidates holding a valid residence permit will be considered.

Desirable Competencies:**Behavioral****Accountability**

- Accepts and gives constructive criticism
- Follows relevant procedures, processes and policies
- Meets deadline, cost and quality requirements for outputs
- Takes responsibility for meeting commitments and for any shortcomings

Client Orientation

- Identifies the immediate and peripheral clients of own work
- Establishes and maintains effective working relationships with clients
- Identifies and monitors changes in the needs of clients including donors, governments and project beneficiaries
- Keep clients informed of developments and setbacks

Continuous Learning

- Contributes to colleagues' learning
- Demonstrates interest in improving relevant skills
- Demonstrates interest in acquiring skills relevant to other functional areas
- Keeps abreast of developments in own professional area

Communication

- Actively shares relevant information
- Clearly communicates, and listen to feedback on changing priorities and procedures
- Writes clearly and effectively, adapting wording and style to the intended audience
- Listens effectively and communicates clearly, adapting delivery to the audience

Creativity and Initiative

- Actively seeks new ways of improving programmes or services
- Expand responsibilities while maintaining existing ones
- Persuades others to consider new ideas
- Proactively develops new ways to resolve problems

Leadership and Negotiation

- Convinces others to share resources
- Actively identifies opportunities for and promotes organization change
- Presents goals as shared interests
- Articulates vision to motivate colleagues and follows through with commitments

Performance Management

- Provides constructive feedback to colleagues
- Holds directly reporting managers accountable for providing fair, accurate, timely and constructive staff evaluations

Planning and Organizing

- Sets clear and achievable goals consistent with agreed priorities for self and others
- Identifies priority activities and assignments for self and others
- Organizes and documents work to allow for planned and unplanned handovers
- Identifies risks and makes contingency plans
- Adjusts priorities and plans to achieve goals
- Allocate appropriate times and resources for own work and that of the team

Professionalism

- Effectively applies knowledge of health issues in execution of responsibilities at appropriate level
- Maintains confidentiality and discretion in appropriate areas of work
- Masters subject matter related to responsibilities
- Identifies issues, opportunities and risks central to responsibilities
- Incorporates gender-related needs, perspectives and concerns and promotes equal gender participation
- Persistent, calm and polite in the face of challenges and stress
- Treats all colleagues with respect and dignity
- Works effectively with people from different cultures by adapting to relevant cultural contexts
- Knowledgeable about and promotes IOM core mandate and migration solutions

Teamwork

- Actively contributes to an effective. Collegial and agreeable team environment
- Contributes to, and follows team objectives
- Give credit where credit is due
- Seeks input and feedback from others
- Delegates tasks and responsibilities as appropriate
- Actively supports and implements final group decisions
- Take joint responsibility for team's work

Technological Awareness

- Learns about developments in available technology
- Proactively identifies and advocates for cost efficient technology solutions
- Understands applicability and limitation of technology and seeks to apply it to appropriate work

Resource Mobilization

- Learns about developments in available technology
- Proactively identifies and advocates for cost-efficient technology solutions
- Understands applicability and limitation of technology and seeks to apply it to appropriate work
- Establishes realistic resource requirements to meet IOM needs

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, reference checks and any residency requirements and security clearances.

Method of application:

If you are qualified for this position please email the following to pretoriacvs@iom.int under the REFERENCE: [VNSA2018/01](#) in the subject line of your email:

- a. Cover letter motivating your application
- b. Detailed CV
- c. Copy of ID
- d. IOM Personnel History form**

Kindly quote the **REFERENCE- VNSA2018/01** in the subject line of your application. We will not be able to track your applications without the reference code provided.

Incomplete applications will be rejected. Only shortlisted candidates will be notified.

Please send your CV's by 28 March 2018

ENQUIRIES IN RESPECT TO THE JOB DESCRIPTION AND APPLICATION MAY BE DIRECTED TO THE SAME EMAIL ADDRESS.

Posting period:

From 14.03.2018 to 28.03.2018