



Position Title: **Procurement and Logistics Officer (1 position)**

Reports to: Senior Procurement Manager

Employment Type: Full-time

Job Location: Dar es Salaam

Travel: Up to 10% in intervention districts outside of job location

About THIS 2022-2023:

The Tanzania HIV Impact Survey (THIS) is a national population-level HIV impact assessment (PHIA) conducted with support from the U.S. President's Emergency Plan for AIDS Relief (PEPFAR) and technical assistance through the U.S. Centers for Disease Control and Prevention (CDC) and ICAP at Columbia University. THIS is being led by the Government of Tanzania (GoT) through Tanzania Commission for AIDS (TACAIDS) and Zanzibar AIDS Commission (ZAC), and the Ministries of Health (MoH) of Mainland and Zanzibar, National Bureau of Statistics (NBS), the Office of Chief Government Statistician (OCGS), and the President's Office Regional Administration and Local Government (PORALG). The survey will be implemented by NBS, OCGS, and ICAP in collaboration with local partners, including the National Institute of Medical Research (NIMR), the Zanzibar Institute of Health Research (ZAHRI), Public Health Laboratories, the National AIDS Control Program (NACP), and the Zanzibar Integrated HIV, Hepatitis, Tuberculosis and Leprosy Program (ZIHHTLP).

Overall Job Function:

The THIS Procurement and Logistics Officer will be responsible to provide support to the THIS project procurement by ensuring effective procurement systems through monitoring the purchasing processes and ensure timely delivery of items to intended recipients. The successful candidate will be a key member of the procurement team and will assist the THIS implementation by offering quality procurement services. As part of the ICAP multidisciplinary team, this position will interact with staff from different levels, other stakeholders including CDC/ GoT officers and different departments; therefore, the position requires excellent communication skills.

Specific Responsibilities and Duties:

- Provide advice on procurement issues with best practices in line with the public procurement procedures and protocols
- Process and obtain relevant approvals for materials to be purchased in line with the existing requirements and protocols
- Negotiate procurement needs with suppliers to establish fair market rates on behalf of ICAP
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- Develop strong working relationship with regional staff and site staff where materials will be delivered
- Coordinate all logistics for delivering materials to the sites
- Keep updated on the status of supplies, demand forecasting, planning as appropriate for when new supplies are required.
- Ensure proper distribution of supplies to field offices according to the distribution plan from program department and provide accurate report, working closely with storekeeper to ensure all items are received and recoded in the store book ledgers before being issued.
- Read and understand the ICAP procurement and comply 100% with ICAP SOPs while implementing work
- Act as focal point for all importation-related partner (freight forwarder, handler, customs agent, etc.)
- Clearing of goods and managing relations and customs regulations with clearing/forwarding agents, government, and transporters. Collecting market information and updates on transport related issues and advising the senior procurement manager, and other actors on customs regulations and constraints.
- Prepare and check all cargo documents for customs clearance for accuracy
- Ensure all information about incoming cargos are updated and shared with senior procurement manager in timely manner
- Verification of invoices conc. Transport and customs and preparation of the documents for validation
- Planning and organizing transport with freight companies from port of entries to ICAP warehouse and following and communicating all transport activities of the goods.
- Preparing assembles and monitoring the validity of all transport related documents (Freight Manifest, Release Notes, donation/gift certificate, packing list, invoice, etc.) and ensuring that signed transport documents are returned with signature.
- Gather required information for duty, tax, and billing issues, following up duty and tax, pre verification of conformity exemptions with clearing agents to respective authorities (TBS & TRA).
- Preparing weekly clearance reports and share with senior procurement manager, analysing setbacks and needs for support.
- Close follow up with clearing agent to timely obtain the permits, licenses, and certificates required for customs clearance and general customs formalities prior shipments
- Under direct supervision, support delivery of customs and trade compliance processes and activities to optimize service and cost performance for customs clearance □ Perform any other tasks assigned by the supervisor.

Qualifications, Knowledge, and Skills:

- **Required Education:** Bachelor's degree in procurement or logistic or business-related field



- **Required Work Experience:** Minimum 2 years' work experience in procurement departments or units, customs, and clearance or equivalent
- Registered or enrolled with PSPTB and CPSP qualification is desirable is a plus
- Prior experience with donor funded projects dealing with HIV/AIDS care and treatment is desirable.
- Strong interpersonal and communication (written and spoken) skills in English and Swahili
- Proficiency in relevant computer applications: MS Word, Excel, PowerPoint, Internet, Email, etc.
- Ability to meet tight deadlines and successfully manage multiple assignments concurrently.
- Ability to function independently; results-oriented; detail oriented.
- Strong organizational and analytical skills, good attention to detail.
- High level of integrity is required

[APPLY HERE](#)



Position Title:	<u>THIS Field Supervisors (multiple positions)</u>
Reports to:	THIS Survey Coordinator
Job Location:	TBD
Employment Type:	Full-time
Travel:	Up to 80% in intervention districts outside of job location

About THIS 2022-2023:

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Overall Job Function:

Reporting to the THIS Survey Coordinator, the THIS Field Supervisors will provide strategic survey implementation and monitoring support in the planning and implementation of the THIS in the regions. The Field Supervisors will build the capacity of the Survey Team Leaders and Interviewers. He or she will coordinate field work with local representatives/community members including securing permission from local community leaders for data collection in selected clusters.

Specific Responsibilities and Duties:

- Oversee and review all aspects of fieldwork, including management of team leaders and field workers, on a daily basis.
- Ensure that field teams adhere to THIS protocol and Standard Operating Procedures.
 - Maintain adequate and accurate participant records, as per the study protocol.
- Determine readiness for survey implementation in each enumeration area (EA) and complete pre-implementation steps.
- Ensure that all necessary equipment is available and working properly.
- Oversee transportation of field samples to the Satellite Laboratory and/or National Reference Lab.

- Assess ongoing performance of Field Team Leaders and Nurses/Interviewers and identify training needs.
- Perform EA and Household spot checks when and where needed.
- Plan the logistics for fieldwork data collection.



- Participate in community mobilization activities, including district launches and public gatherings.
- Verify and ensure data quality by performing completeness and consistency checks.
- Provide feedback to the supervisor and write weekly progress reports that include the number of completed households per EA.
- Perform any other tasks as assigned by supervisor.

Qualifications, Knowledge, and Skills:

- **Required Education:** Bachelor's Degree in Statistics/Demography/Economics or related field from a reputable academic institution. Postgraduate degree will be an added advantage
- **Required Technical Experience:** Minimum 3-4 years of experience managing and implementing nationwide surveys.
- **Required Managerial Experience:** Minimum 1 years' supervising a survey team.
- Demonstrated experience managing teams of people who are working in remote locations.
- Strong interpersonal, group facilitation and oral presentation skills.
- Ability to meet tight deadlines and successfully manage multiple assignments concurrently.
- Ability to function independently with a strong focus on results.
- Excellent organizational and analytical skills with close attention to detail.
- Ability to creatively solve problems and work collaboratively as part of a team.
- Knowledge of Tanzania context and cultures in urban and rural areas.
- Ability to communicate effectively (verbally and written).
- Advanced knowledge of relevant software packages and tablet applications not limited to Microsoft Office Suite, Windows 8, Skype, and internet search engines.
- Working knowledge of operational/programmatic rules and regulations for recipients of United States Government funding preferred
- Familiar with Tanzania context; fluency in Kiswahili required

[APPLY HERE](#)



Position Title:	<u>THIS Satellite Lab Team Lead (multiple positions)</u>
Reports to:	THIS Field Lab Supervisor
Supervises:	THIS Satellite Lab Technicians
Employment Type:	Full-time
Job Location:	TBD
Travel:	Up to 80% in intervention districts outside of job location

About THIS 2022-2023:

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Overall Job Function:

THIS has identified hospital laboratories and mobile labs to serve as satellite laboratories during survey implementation. These laboratories will be equipped to provide HIV QA testing, CD4 testing, separate and store THIS specimens collected from field before shipment to the central lab for further testing, analysis, and storage. The THIS Satellite Lab Team Lead will perform and oversee all satellite lab activities. This will include receiving and processing of whole blood samples, including plasma separation and aliquoting, performing QA HIV Rapid testing, HIV confirmatory test using Geenius assay, PIMA CD4 testing, DBS preparation, manage temporal storage of specimens and shipping of plasma aliquots and DBS cards using cold chain system to the central lab. As data collection moves in a phased approach across Tanzania, the THIS Satellite Lab Team Lead will also relocate to the respective satellite laboratories in each area where data collection is taking place.

Specific Responsibilities and Duties:

- Oversee and ensure all satellite lab activities are conducted according to THIS SOPs
- Supervise satellite lab logisticians, ensuring that field teams and satellite labs are replenished adequately.
- Ensure smooth transitioning of satellite labs from one region to the next.

- Ensure daily satellite lab statistics, NCEs, and discrepancy report are sent to the THIS Laboratory Advisor.
- Ensure proper record keeping for all satellite lab activities, including LDMS reports, QC reports, PIMA reports, Geenius reports, temperature charts.



- Ensure proper filing of field laboratory forms and transportation of these to achieving site
- Assist with troubleshooting QA discrepancies where needed.
- Ensure satellite lab readiness when teams move from one region to the next.
- Ensure adequate implementation of THIS security SOPs for all satellite labs.
- Ensure data security, backup and uploads at all satellite lab sites.
- Coordinate the supply, elution and aliquoting of QC material for field teams.
- Ensure satellite labs are clean and equipment maintenance done according to SOPs.
- Ensure adherence to laboratory Health and Safety procedures within the satellite lab.
 - Ensure proper waste management and disposal.
- Using LDMS, ship specimens from satellite labs to central lab in accordance with THIS SOPs.
- Perform hands on THIS satellite lab work where needed.
- Assist THIS lab activities as required.
- Perform any other tasks assigned by the supervisor

Qualifications, Knowledge, and Skills:

- **Required Education:** Diploma in laboratory technology ○ **Preferred:** Degree in biomedical sciences or laboratory technology
- **Required Technical Experience:** Minimum 2 years' work experience in a busy medical laboratory and experienced with HIV serology, PIMA, and DBS processes.
- **Required Managerial Experience:** Minimum 1 year work experience supervising a busy medical laboratory
- Excellent written and verbal communication skills with fluency in English and Kiswahili required.
- Strong computer skills (MS Excel, Access, Word, and PowerPoint at minimum; preferred proficiency with statistical Software such as SAS and SPSS).
- Attention to detail and high accuracy.
- Ability to maintain confidentiality at all times.
- Ability to lead and work with a diverse team
- Ability to work independently with minimal supervision and strong problem-solving skills.
- Flexible to work after normal working hours and on weekends with significant travel outside of duty station.

[APPLY HERE](#)



Position Title:	<u>THIS Central Lab Technologist (multiple positions)</u>
Reports to:	THIS Lab Adviser
Employment Type:	Full-time
Job Location:	TBD
Travel:	Up to 40% in intervention districts outside of job location

About THIS 2022-2023:

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Overall Job Function:

THIS will operate a central lab to conduct key survey related laboratory activities (preparation of quality control materials, HIV viral load (VL), Hepatitis B and C serology testing, Hepatitis C VL, HIV recency testing and long-term storage of specimens). Under the supervision of the THIS lab adviser and central lab manager, the central lab technologist will be responsible for receiving specimens from the satellite/mobile laboratories, perform HIV VL, Hepatitis B and C serology testing, Hepatitis C VL, documenting and sending VL and serology results back to participants through health facilities and shipping of specimens to other labs for specialized testing (ARV detection, HIV genotyping for drug resistance). In addition, he/she will be responsible for long term storage of specimens (both plasma and DBS) in the provided -80 degrees freezer.

Specific Responsibilities and Duties:

- Receiving and checking the quality of all THESE specimens (Plasma and DBS) from the satellite/mobile labs.
- Logging all received specimens in the Laboratory Data Management System or Laboratory Information Management System (LDMS/LIMS) for specimen storage management.
- Performing routine serology and molecular tests for THIS i.e., Hep B and C rapid tests, HIV TNA PCR, HIV and HCV VL tests on all eligible THIS specimens.

- Assist with retrieval, organizing and returning of VL, CD4, serology and occasional HIV TNA PCR results and their dissemination to district health facilities within the TAT according to THIS protocol.



- Performing Lag avidity EIA (HIV recency) on all THIS eligible specimens.
- Assisting in preparation and distribution of all THIS QC materials to satellite/mobile laboratories.
- Ensure proper results management for both local tests and referral tests as per THIS results SOPs.
- Maintaining/QC processes related to THIS testing (serology and molecular testing) as per THIS SOPs.
- Assist with resolution of HIV discrepancy results through additional testing and return of results.
- Assisting in submission of monthly reports to THIS lab adviser.
- Manage long term storage of specimens as per SOPs.
- Monitor reagent storage conditions and troubleshoot issues with testing kits.
- Perform shipment of DBS and plasma specimens outside Tanzania for specialized testing as required by THIS protocol.
- Participate in the trainings at the central lab related to THIS lab activities.
- Adhere to health and safety procedures in the laboratory. □ Coordinate proper disposal of central laboratory bio-hazard waste □ Assist in all THIS lab activities as required.
- Perform other duties as assigned.

Qualifications, Knowledge, and Skills:

- **Required Education:** Degree in biomedical or laboratory sciences
- **Required Technical Experience:** Minimum 2 years' work experience in a busy medical laboratory with experience in HIV-1 RNA and HIV-1 DNA PCR using Roche and Abbott platforms.
- Excellent written and verbal communication skills with fluency in English and Kiswahili required.
- Strong computer skills (MS Excel, Access, Word, and PowerPoint at minimum; preferred proficiency with statistical Software such as SAS and SPSS).
- Attention to detail and high accuracy.
- Ability to maintain confidentiality at all times
- Ability to lead and work with a diverse team
- Ability to work independently with minimal supervision and strong problem-solving skills.
- Flexible to work after normal working hours and on weekends with significant travel outside of duty station.
- Familiar with Tanzanian context; fluency in Kiswahili preferred

[APPLY HERE](#)



Position Title:	<u>THIS Field Lab Supervisors (multiple positions)</u>
Reports to:	THIS Lab Advisor
Supervises:	THIS Satellite Lab Team Leads
Employment Type:	Full-time
Job Location:	Dar es Salaam
Travel:	Up to 80% in intervention districts outside of job location

About THIS 2022-2023:

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Overall Job Function:

The THIS Field Lab Supervisors will be responsible for overseeing the day-to-day operations of field biomarker activities. Through supervision and spot checks, the THIS Field Lab Supervisors will ensure that samples are correctly collected, processed, and transported in line with SOPs as well as QA/QC procedures for point of care HIV rapid testing. In addition, the THIS Field Lab Supervisors will be responsible for overseeing the smooth operations of the satellite/mobile labs as well as be responsible for dealing and resolving all non-conforming events (NCEs) relating to the biomarker component of the survey.

Specific Responsibilities and Duties:

- Monitor and supervise field teams on blood collection, HIV rapid testing, specimen handling and transportation.
- Ensure all field biomarker activities are in accordance with SOPs.
- Oversee ground level supply chain including submitting timely requests, recording receipt, and ensuring correct storage of all necessary survey implementation materials.
 - Collaborate with Survey Coordinator and Field Supervisors to set work schedules for Field Teams and coordinate with the supplies team to ensure all necessary materials are available when needed for ground level survey implementation activities.

- Ensure smooth transitioning of field teams and satellite/mobile labs from one region to the next.
- Manage documentation of weekly field implementation activities.



- Ensure timely submission of field reports (weekly, monthly, quarterly & project) as requested.
- Coordinate the administration of Bi-weekly QC and periodic PT Panels and execute corrective action where necessary.
- Coordinate return of results and household revisits for discrepant cases.
- Monitor the performance HIV rapid tests from all survey testing.
- Ensure proper filling of sample tracking forms and labelling of blood samples for field teams.
- Mentor field teams on proper waste disposal.
- Responsible for all NCEs arising from biomarker activities.
- Responsible for retraining testers on all biomarker activities.
- Ensure adherence of proper pre and post-test procedures and safety of the participant.
- Ensure quality transportation of samples from the field to the satellite/mobile laboratory.
- Submit weekly reports on field lab activities to the THIS Lab Advisor.
- Perform any other tasks assigned by the supervisor

Qualifications, Knowledge, and Skills:

- **Required Education:** Degree in biomedical or laboratory sciences
- **Required Technical Experience:** Minimum 2 years working experience in a busy medical laboratory.
 - **Preferred:** Experience in HIV serology
- **Required Managerial Experience:** Minimum 1 years supervising staff in a laboratory setting
- Excellent written and verbal communication skills with fluency in English and Kiswahili required.
- Strong computer skills (MS Excel, Access, Word, and PowerPoint at minimum; preferred proficiency with statistical Software such as SAS and SPSS).
- Attention to detail and high accuracy.
- Ability to maintain confidentiality at all times
- Ability to lead and work with a diverse team
- Ability to work independently with minimal supervision and strong problem-solving skills.
- Flexible to work after normal working hours and on weekends with significant travel outside of duty station.
- Familiar with Tanzanian context; fluency in Kiswahili preferred

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Position Title: **THIS Community Mobilization Officers (*multiple positions*)**

Reports to: THIS Communications & Community Mobilization Coordinator
Supervises: Community Mobilizers (CMs)
Employment Type: Full-time
Job Location: TBD
Travel: Up to 90% in intervention districts outside of job location

About THIS 2022-2023:

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Overall Job Function:

Under the supervision of the THIS Communications and Community Mobilisation Coordinator (C&CMC), the THIS Community Mobilization Officer (CMO) is to lead, supervise, and coordinate all field community mobilization activities at different levels in support of the implementation of the THIS 2022-2023 survey.

Specific Responsibilities and Duties:

- In liaison with the THIS C&CMC, plan and be responsible for overseeing all field related community mobilization procedures and activities prior to a survey team entering an EA, during survey data collection, and after survey teams depart from the EA.
- Lead with the identification and recruitment of community mobilisers (CM) from all selected survey Enumeration Areas (EAs).
- Train CMs on community mobilisation skills and processes and support them for enhanced community sensitization and participation in the survey.
- In liaison with CMs, identify key local leaders and inform them about THIS 2022-2023 project to facilitate entry and exit meetings for all survey teams
- Provide continuous monitoring and guidance to selected communities throughout the implementation of the project.
- Together with the CMs, conduct regular meetings with community members to discuss the survey objectives, mobilize community for participation in the survey and act as a mentor throughout the implementation process.

- Routinely monitor the CM work and feedback findings to the communications and other survey teams using provided forms
- Record all field incidents using incident forms and immediately inform and submit them to ICAP through the Communications Advisor.



- Ensure that the communities are continuously engaged and involved in the mobilisation activities
- Perform any other tasks as assigned by ICAP.

Qualifications, Knowledge, and Skills:

- **Required Education:** Bachelor's degree in Community Development or Social Work.
- **Required Technical Experience:** At least three years' work experience in community development and or community mobilisation position
- Experience in the use of community participatory methodologies in health promotion
- Experience in training, advocacy for change and ability to influence behaviour
- Fluent in English and Kiswahili and or any other locally spoken languages
- Proven leadership, management, inter-personal communication, and analytical skills
- Strong training/facilitation skills
- Community negotiation skills
- Excellent written and verbal communication skills with Familiarity with Tanzanian context; and fluency in Kiswahili and English required.
- Strong computer skills (MS Excel, Access, Word, and PowerPoint at minimum
- Ability to lead and work with a diverse team
- Ability to work independently with minimal supervision and strong problem-solving skills.
- Flexible to work after normal working hours and on weekends with significant travel outside of duty station.
- Self-motivated and able to work under challenging situations

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Position Title: Human Resources Officer (1 positions)

Reports to: Senior Human Resources Manager

Supervises: Human Resources Assistants (2)

Employment Type: Full-time

Job Location: Dar es Salaam

Travel: Up to 10 % in intervention districts outside of job location

Overall Job Function:

Reporting to the Senior HR Manager, the HR Officer is responsible for the provision of comprehensive guidance on all HR matters.

Specific Responsibilities and Duties:

- Support and ensure consistent and well-coordinated recruitment and selection activities for the technical, professional, and managerial level positions. This will include developing job description, advertisements, short-listing and management of interview process and report
- Track absenteeism through absence management policy for both short and long term absence in line with HR objectives.
- Participate in ongoing review and enhancement of company and HR policies and procedures in line with legislative developments.
- Ensure all relevant ID, certificates and employee documents are received on or before first day of employment and verify that with relevant authorities.
- Support the collection and verification of references, educational certificates, police and local government security clearance as relevant to each role.
- Support creation and delivery of HR related management training and induction programs.
- Assist Senior HR Manager to deliver and report on the annual employee engagement survey to ensure feedback from employees is collected and interpreted correctly to help improve employee engagement.
- Support management of the long service rewards and ensure employees are notified of qualifying rewards in a timely and accurate manner.
- Assist on the preparation of payroll and timely disbursement of salaries or other employee benefits.
- Ensure leave and time sheet tracking for updating payroll changes are accurately and timely submitted.
- Work closely with all departments and assist employees on interpretation of HR policies and SOPs.
- Support onboard process by conducting orientation for new hires on ICAP Standard Operation Procedures (SOPs) and relevant policies and manuals to ensure smooth joining formalities and ensure they are well oriented.
- Conduct Training Need Identification (TNA), developing calendar, identifying trainers, coordinating with trainers & establishing feedback mechanism to measure training impact to employees and maintaining and updating training database.

- Support employee performance management process by ensuring objective setting, midyear review and annual performance appraisals is done accordingly, and an analysis is provided within the required deadline in alignment with the organization procedures.



- Ensure staff are trained and coached on performance management as well as facilitate capacity building to line managers on performance management.
- Follow up on completion of probationary appraisals within the required time limit (probationary period) and draft confirmation end/extension letter as well as implementation of any recommendations resulting from the probation.
- Assist with employee medical and life cover administration, and work tools management.
- Maintain human resources records by recording new hires, transfers, terminations, changes in job classifications, tracking vacation, sick leave, overtime and ensure compliance with labor laws for audit purposes.
- Utilize Human Resource Information System (IOO) by making sure all data and employee's information are updated
- Perform any other tasks assigned by the supervisor.

Qualifications, Knowledge, and Skills:

- **Required Education:** Bachelors' degree or higher in Human Resources Management
- **Required Work Experience:** Minimum 4 years' recent relevant generalist and advisory HR experience gained within a fast-paced environment. Must have:
 - o Excellent knowledge of current Tanzania employment legislation
 - o Experience handling disciplinary investigations, hearings, appeals and grievances

Required Supervisory Experience: Minimum 2 years supervising a team of at least three people

- Experience of formulating, implementing and revising human resources policies & procedures
- Experience managing simultaneous recruitment campaigns
- Previous experience of processing payroll
- Confidential in all matters
- Professional approach coupled with strong interpersonal skills and commercial acumen.
- Excellent planning, organizational and time management skills
- Excellent verbal, written communication and presentation skills

[APPLY HERE](#)



Position Title:	<u>THIS Satellite Lab Technologist (multiple positions)</u>
Reports to:	THIS Satellite Lab Team Lead
Employment Type:	Full-time
Job Location:	TBD
Travel:	Up to 80% in intervention districts outside of job location

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Overall Job Function:

THIS has identified hospital laboratories and mobile labs to serve as satellite laboratories during survey implementation. These laboratories will be equipped to provide HIV QA testing, CD4 testing, separate and store THIS specimens collected from field before shipment to the central lab for further testing, analysis, and storage. The THIS Satellite Lab Technologist will be responsible for receiving and processing of whole blood samples, including plasma separation and aliquoting, performing QA HIV Rapid testing, HIV confirmatory test using Geenius assay, PIMA CD4 testing, DBS preparation, manage temporal storage of specimens and shipping of plasma aliquots and DBS cards using cold chain system to the designated central laboratory. As data collection moves in a phased approach across Tanzania, the THIS Satellite Laboratory Technicians will also relocate to the respective satellite laboratories in each area where data collection is taking place

Specific Responsibilities and Duties:

- Receiving blood specimens from the field in accordance with THIS SOPs.
- Log and inventory all received specimens in LDMS.
- Separation and aliquoting of plasma specimens.
- Preparation of DBS specimens.
- Managing temporary storage of plasma and DBS specimens in LDMS.
- Performing QA/QC HIV retesting.

- Performing HIV confirmatory testing using Geenius assay.
- Performing PIMA CD4 testing
- Performing elution and aliquoting of QC material for field teams.



- Management and proper filling of records
- Manage all non-confirming events emanating from field and the lab.
- Assist with resolution of HIV discrepancy results through additional testing and return of results
- Cleaning and equipment maintenance.
- Adherence to laboratory Health and Safety procedures.
- Using LDMS, ship specimens from satellite labs to central lab in accordance with THIS SOPs.
- Assist THIS lab activities as required
- Perform any other tasks as assigned by supervisor

Qualifications, Knowledge, and Skills:

- **Required Education:** Diploma in laboratory technology ○ **Preferred:** Degree in biomedical sciences or laboratory technology
- **Required Technical Experience:** Minimum 1 year work experience in a busy medical laboratory. Experience in HIV serology will be an added advantage.
- Excellent written and verbal communication skills with fluency in English and Kiswahili required.
- Strong computer skills (MS Excel, Access, Word, and PowerPoint at minimum; preferred proficiency with statistical Software such as SAS and SPSS).
- Attention to detail and high accuracy.
- Ability to maintain confidentiality at all times.
- Ability to lead and work with a diverse team
- Ability to work independently with minimal supervision and strong problem-solving skills.
- Flexible to work after normal working hours and on weekends with significant travel outside of duty station.

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