



SUPPORT FOR PEACE & EDUCATION DEVELOPMENT PROGRAMME

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JUN-2018

Date: 11th/06/2018

JOB ADVERTISEMENT - Internal/External.

Organizational Background

Support for Peace & Education Development Program (SPEDP) is South Sudanese based National Non-Governmental Organization and registered by the Government of the Republic of Uganda in 2016 with registration number 12297 as a Regional Nongovernmental Organization dedicated to the reduction of suffering of women and men working towards the ultimate elimination of hunger and extreme poverty. South Sudan SPEDP covers a third of the country with focuses on Food Security and Livelihoods, Education, Health, WASH and Community Micro Finance interventions.

SPEDP therefore seeks to recruit qualified and dedicated:-

Job Title:	Water Analyst
Vacancy position	1 Position
Country Program:	South Sudan
Duty Station:	Roving
Position Reports to:	Laboratory Manager
Position Opened for:	South Sudanese Only
Desired Start Date:	ASAP
Duration	12 Months (extendable)
Closing Date for Applications:	2 nd / July, 2018

Tasks and Responsibilities

KEY TASKS

- Perform analytical tests in the field and in the laboratory as assigned by the Laboratory Manager and immediately report any problems with tests, equipment or results to the Laboratory Manager.
- Follow all Quality Assurance/Quality Control procedures as outlined in the SPEDP Laboratory
- Perform laboratory administrative duties by receiving samples from customers as

needed, calculating and recording analytical results in the appropriate log book, data entry in the LIMS, completing drinking water reports, maintaining chemical/equipment traceability records, documenting QA/QC requirements, and generating control charts

- Keep the apparatus lab work areas clean and organized
 - Perform routine maintenance of all equipment
 - Monitor the status of laboratory supplies
 - Maintain the quality assurance of the laboratory by performing all QA/QC procedures for analytical tests, Perform sterility testing on containers for water sampling and calibration of pipettes, thermometers, and other measuring equipment
 - Maintain weekly schedules and report any changes to the Lab Manager
 - Sample collection and pick-up services for laboratory customers
 - Reporting to laboratory manager on weekly and monthly basis
- Carry out any other duties as requested by immediate supervisor

Knowledge, skills, and abilities required:

- 1- Minimum 2 years experiences in Laboratory water analysis.
- 2- Ability to work with moderate supervision, and always be a result oriented.
- 3- Good verbal and written communication skill.

Experience, Education, and Training

Bachelor's degree in Chemistry or Biology.

Personal specifications

Ability to work under pressure, long work hours and high workload.

Excellent communication skills- verbal and written skills.

Self-motivated, honest, highly responsible and punctual.

Ability to work as part of a team as well as work autonomously when required.

Ability to constructively address gaps and weaknesses.

To apply, please send your application with non-returnable CV, copy of certificates and Contact address to the following address below. Only short-listed applicants will be contacted.

Human Resources and Administration Department

Support for Peace & Education Development Program

Hai Seminary, Behind Quick service Petro Station- Gudelle Road.

Or Email: recruitment@spedp.org

For more details, Visit our website: www.spedp.org

NOTE, due to urgency of the position, screening will be done as CVs are received and the position may be filled before the expected date.