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MINISTRY OF LABOUR
REPUBLIC OF SOUTH SUDAN, JUBA

Vacancy Announcement

Sample Transport Officer – (1 Position)

Location: (Juba)

ICAP at Columbia University seeks highly qualified and experienced candidates to fill the position of **Sample Transport Officer** to be based in Juba Office, South Sudan. The position is for a period of 11 months subject to renewal on availability of funding and very good performance.

ICAP at Columbia University, is a global health leader situated within the Columbia University Mailman School of Public Health in New York City. ICAP's global team supports programs and research that address major health issues, HIV, Covid -19 response, malaria, tuberculosis, maternal and child health and non-communicable diseases. Headquartered at Columbia University's Mailman School of Public Health in New York City, has offices in over 20 countries. Our multidisciplinary team includes staff with technical, clinical, implementation, research, operations, program, and financial management expertise.

ICAP ensures the wellness of families and communities by strengthening health systems around the world.

Under the direct supervision of the Sample Transportation Officer, the incumbent will be responsible for the transportation of samples from facilities, hubs, and transportation companies to the NPHL/HRL for testing. He will return results from the HRL sample reception to the facilities.

The **Sample Transport Officer** under the direct supervision of the **Sample Transport Coordinator** will.

- Transport samples from facilities, hubs and transport persons to the HRL maintaining transportation guidelines and ensuring sample quality during transportation.
- Transport results to facility focal persons from the HRL without loss or delay; ensuring chain of custody of results and samples is consistently documented.
- Relay facility complaints regarding sample and results management to the HRL sample and results management unit for adequate follow up.
- Transport laboratory commodities to facilities upon request.
- Assist in developing sample transport schedule and submit to the sample transport coordinator for review and approval.
- Transportation of supplies to and from the UNDP central warehouse.
- Timely transportation of all external quality assurance panels to HRL.
- Maintain your own knowledge and skills to perform the job as detailed in this job description. Including actively updating your training record and reading the SOPs provided.
- Other duties as may be assigned by the sample transport coordinator.

ICAP is looking for a candidate with the below required skills & experiences:

- A diploma in procurement and logistics or related field with a minimum of 1-2 years in logistics work. Experience in driving a vehicle and riding a motorbike for long distances.
- The history of working with the MoH is an added advantage.
- Ability to work independently under pressure and to deliver quality work timely.
- Good interpersonal skills and ability to work as a team player.
- Good oral and written communication skills.
- Highly organized, detail oriented and self-motivated.

How to apply:

Note: This is a national hire position, and the successful candidate will be an employee of ICAP in South Sudan subject to the national terms and conditions of employment which includes a competitive salary and benefits package.

Click our online portal to apply.

<https://icap.dc4.pageuppeople.com/v5.3/provider/managejobs/editjob.asp?sData>

Indicate the Position you are applying for as “**Sample Transport Officer**” in the subject line of your email. Hard copy applications will not be accepted as the incumbent needs to have immense knowledge of online applications and internet usage.

Application Deadline is October 31, 2023.

Columbia University is an equal opportunity and affirmative action employer. It does not discriminate against employees or applicants for employment based on race, color, sex, gender, religion, creed, national and ethnic origin, age, and citizenship, status as a perceived or actual victim of domestic violence, disability, marital status, sexual orientation, status as a Vietnam era or disabled veteran, or any other legally protected status.

