



JOB OPPORTUNITIES

Job Code: 018
Job Title: Laboratory Data & ICT Officer
Location: Juba
Contract Type: Regular Contract (dependent on funding)
Reporting To: Laboratory Data Coordinator
Number of Positions: 1
Application deadline: April 30, 2026,



* The position is open to South Sudanese nationals ONLY

PROJECT DESCRIPTION AND SUMMARY OF ROLE

The Advancing HIV & AIDS Epidemic Control (AHEC) Activity is a U.S. Department of State-funded initiative implemented in South Sudan by IntraHealth International to strengthen HIV prevention, care, and treatment services. The project approach focusses on Facility and community led responses, strategic case finding, retention in care, and the delivery of high quality, client centered HIV services.

The Laboratory Data & ICT Officer supports facility-level laboratory operations and national reporting by ensuring the availability, accuracy, security, and timely use of VL and EID laboratory data. The role provides hands-on laboratory data management and ICT support for Laboratory Information Systems (LIS) and related digital infrastructure, contributes to data quality assurance and quality improvement initiatives, and ensures reliable IT services for uninterrupted laboratory operations.

Key Functional Focus Areas:

- Laboratory data collection, management, and reporting
- Laboratory Information System (LIS) administration and support
- Data quality assurance and quality improvement for VL and EID
- ICT systems administration and user support
- Cybersecurity, data protection, and system backups
- Capacity building and on-site technical support

KEY RESPONSIBILITIES / ESSENTIAL FUNCTIONS

Laboratory Data Systems Management & Reporting

- Ensure timely, accurate, and complete collection of VL and EID laboratory data from supported health facilities and point-of-care platforms, including GeneXpert systems.



- Oversee data entry, verification, analysis, and reporting through LIS, VLSTS/STS, and other national reporting platforms.
- Produce routine laboratory reports (daily, weekly, monthly, and quarterly) on testing volumes, outcomes, turnaround times, and performance indicators.
- Support interoperability and proper data flow between LIS, national databases, and facility-level tools.

Facility-Level Support & Capacity Building

- Provide on-site and remote mentorship to laboratory and facility staff on data collection tools, LIS use, and electronic reporting platforms.
- Train staff on indicator definitions, data flow procedures, and use of laboratory dashboards for performance monitoring and clinical action.
- Develop and maintain job aids, quick reference guides, and training materials for laboratory data and digital systems.

Data Quality Assurance & Quality Improvement

- Conduct routine Data Quality Assessments (DQAs) and data verification exercises for VL and EID laboratory data.
- Identify data gaps and system challenges and provide structured feedback and corrective action support to facilities.
- Support quality improvement initiatives to strengthen the VL and EID testing cascade, including sample referral, testing, result dispatch, and utilization.

ICT Systems Administration & Digital Support

- Serve as a system administrator and technical support focal point for the Laboratory Information System.
- Manage LIS user accounts, access rights, and confidentiality documentation.
- Ensure data security through routine backups, cybersecurity controls, and compliance with laboratory data protection policies.
- Oversee installation, configuration, maintenance, and upgrading of ICT infrastructure, servers, applications, and antivirus solutions.

IT Support & Troubleshooting

- Provide first-line IT support to laboratory staff, including computer, network, and system access troubleshooting.
- Coordinate with vendors and service providers to ensure reliable internet connectivity and timely ICT equipment support.
- Maintain IT asset inventories, user guides, and adherence to IT policies and procedures.

EDUCATION AND EXPERIENCE REQUIREMENTS

Required Qualifications

- Bachelor's degree in Health Informatics, Information Technology, Computer Science, Information Systems, Medical Laboratory Sciences, Statistics, Data Science, or Public Health with demonstrated ICT and digital systems experience.



- Minimum of three (3) to five (5) years of experience in laboratory data management, health information systems, or digital health implementation.
- Experience supporting viral load and early infant diagnosis laboratory data systems is required.
- Hands-on experience with LIS administration, VLSTS/STS, and health information systems.
- Strong understanding of ICT infrastructure, networking, data security, and cybersecurity principles.
- Experience providing training, mentorship, and technical support at facility and sub-national levels.

SKILLS AND COMPETENCIES

- Strong skills in laboratory data management, reporting, and dashboard development.
- Proficiency in LIS administration, data quality assurance, and performance monitoring.
- Solid IT troubleshooting and systems administration skills.
- Strong documentation, communication, and problem-solving abilities.
- Ability to work independently and collaboratively with laboratory, clinical, and program teams.

APPLICATION PROCEDURE

To complete your submission, please:

- 1- Complete the application form by clicking <https://qr.link/biKNg8> or scanning the QR code at the bottom of the page.
- 2- Send email to recruitment@intrahealth.org. In the subject line, write the following: [Job Code_Job Title_Post Location_First & Last Name]. Example: [018_Lab Data & ICT Officer_Juba_John Doe].
- 3- Attach the following documents to your email: Cover letter, Updated CV, Copies of academic certificates, National ID & Contact details for three professional references (including current supervisor)

Deadline for receiving applications is Thursday, April 30, 2026. Incomplete applications will not be considered. Only shortlisted candidates will be contacted.

You may also submit hard copies of your application at any of the following IntraHealth locations closest to you. Please note that submitted documents are non-refundable:

- **Juba:** Juba Nabari near American Residence, Plot No. 187 Block 3-K South, to the attention of the Human Resource Department.

Due to the urgency to fill this position, applications will be reviewed on rolling basis

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