



**COALITION FOR HUMANITY**  
Improving Community Resilience

SOH'S  
Approved  
Labour Hqes  
21/3/21

**Location:**

Gudele Block 8

Plot No. 311, North of Zain Customer  
Care Shop, Juba, South Sudan



## **JOB ADVERTISEMENT**

Coalition for Humanity (CH) is a Not for Profit organization, committed to finding lasting solutions to humanitarian and development challenges facing the people of South Sudan. The organization has its headquarters in Juba, with presence in Leer, Panyijiar, Mayendit, Koch, Mayom and Rubkona counties in Unity State, Maiwut and Longenchuk in Upper Nile state, Juba County in Central Equatoria, Ruweng Administrative Area and Aweil West in Northern Bahr el Ghazal. The organization's ultimate goal is to reach out to people across the entire South Sudan. The organization is currently implementing health and shelter/NFI projects in Panyijiar County and anticipate extending the health project across multiple locations. In this regard we would like to announce the below vacancy:

**POSITION: LABORATORY ASSISTANT**

**LOCATION: GANYIEL, LEER, MAYENDIT, KOCH, PARIANG PANYIJAR, DUK, PIBOR, POCHALLA, AWEIL WEST COUNTIES**

### **Job summary (Job Description)**

The Laboratory Assistant will coordinate and perform laboratory tasks and activities in the health center. Depending on the area of responsibility the Laboratory Assistant will monitor the workload and status of the workflow of the tasks involved and shall prioritize each task, coordinate performance of tasks and report frequently and directly to the clinical officer in charge of the health center.

### **Duties and Responsibilities**

- Receive and process laboratory samples for testing
- Perform laboratory testing, including pH and bacterial culturing
- Prepare and maintain accurate laboratory records
- Label specimens accurately
- Clean and maintain work area and all lab equipment and supplies
- Produce accurate and reliable data and interpret results
- Follow methodologies in carrying routine tasks
- Research relevant topics and gather information/data
- Adhere to correct procedures, policies and health/safety guidelines
- Document all activities, record results and insert/retrieve data
- Maintain work area and equipment
- Perform any other duties as may be assigned by the supervisor

### **Project Reporting**



Contact us:

Tell: +211 (0) 924 822 220/ +211 916 666 225

Email: [info@ch-ssd.org](mailto:info@ch-ssd.org)/ Website: [www.ch-ssd.org](http://www.ch-ssd.org)



- Provide regular and timely update of mobilization and surveillance efforts to the clinical officer in accordance to the set reporting timelines.
- Ensure preparation and submission of weekly health updates to the clinical officer.
- Contribute to preparation of internal project activity narrative of implementation status as required by the project donors.

#### Person Specifications

##### c) Education and Experience

- A diploma or certificate in medical laboratory sciences or other related discipline.
- Minimum 2 years of proven experience in medical laboratory, preferably in an NGO setting.
- Excellent writing and reporting skills.

##### b) Behavioral Competencies

- Flexibility in approach and an ability to adapt to varying demands and work hours
- Ability to identify problems and resolve them
- Ability to work with minimal supervision
- Proficient skills and experience in working with MS Office
- Ability to work well with a cross-cultural team
- Fluent in the local language
- Familiarity with international humanitarian operations, coordination structures, and the mandates of donors, UN agencies, and other NGOs.

**NB.** The job duties and responsibilities as set out above are not exhaustive and the post holder may be required to carry out additional duties within reasonableness of their level of skills and experience. **Interested candidates are invited to submit their application letter and a detailed CV to the CH office in Juba, any of the field offices or online to [jobs@ch-ssd.org](mailto:jobs@ch-ssd.org) by 10<sup>th</sup> April 2023.**

**Female applicants are encouraged to apply.**

