



International Organization for Migration (IOM)
The UN Migration Agency

JUNIOR HEALTH COORDINATOR – LABORATORY (MH/INBOUND) ~ COLOMBO (Re-Advert)

Open to External & Internal Candidates

Organizational Unit	: MIGRATION HEALTH - INBOUND
IOM Classification	: JUNIOR HEALTH ASSISTANT - LABORATORY (MH/INBOUND)
Duty Station	: COLOMBO
Salary per Month	: LKR 81,088.00
Type of Appointment	: CONTRACT BASIS (Special Short Term Contract)
Estimated Start Date	: AS SOON AS POSSIBLE
Closing Date	: FEBRUARY 17 , 2019

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to government and migrants.

IOM is committed to a diverse and inclusive environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Context:

In coordination with the Medical Laboratory Technician (MLT) and under the direct supervision of the Chief Migration Health Officer Inbound Health Assessment Programme, the incumbent will be responsible for the following duties and responsibilities:

Core Functions / Responsibilities:

1. Perform simple laboratory procedures as assigned by the laboratory supervisor for simple specimen collection, reagent, media and test station preparation through the use of the standard relevant equipment.
2. Adhere to standards and the quality measures of assigned laboratory procedures by strictly following SOPs
3. Adhere to bio-safety measures adopted in the laboratory, minding the safety of oneself and others.
4. Assist technical personnel for accurate, efficient and timely delivery of results by receiving and processing request forms, data entry, scheduling of clients, printing and submitting laboratory test reports.
5. Provide general support to quality control activities undertaken in the laboratory.
6. Monitor and facilitate to laboratory storage (such as refrigerators, incubators, etc.) equipment performance and maintenance.
7. Support the laboratory stock management and monitoring by verifying that equipment and consumables are sufficient for the anticipated daily work.
8. Maintain the established system of organized record keeping.
9. Participate in updating of Standard Operating Procedures (SOPs) as needed.
10. Participate in the improvement of laboratory services according to an adopted work plan in the laboratory.
11. Perform such other duties as may be assigned.

Required Qualifications and Experience

Education

- University Degree in Medical Laboratory Sciences or similar level qualifications in Laboratory Science from an accredited academic institution with One (1) year of professional experience in the related fields; or
- Minimum Three (3) Years of related work experience with a Diploma in Laboratory Science.
- A valid licence (SLMC Reg.) to practice as a Laboratory Assistant in Sri Lanka.

Experience

- Experience in clinical practice;
- Experience in handling laboratory equipment;
- IT Literate.

Skills & Abilities

- Effectively applies knowledge of health issues in execution of responsibilities at appropriate level;
- Maintains confidentiality and discretion in appropriate areas of work.

Languages

Fluency in **English** and **Sinhalese / Tamil** is required; Fluency in all three languages is advantageous;

Required Competencies

Values

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – Behavioural indicators - *level 1*

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

Other

Appointment will be subject to certification that the candidate is medically fit for appointment and successful reference checks.

Women with the above qualifications are encouraged to apply.

How to apply:

Interested candidates are invited to submit their applications with a detailed bio data and a cover letter including two work related referees (non-related) via email to HRSRILANKA@iom.int indicating position applied on subject line.

Or

by post to Human Resources Department, International Organization for Migration, 80A Elvitigala Mawatha, 9th Floor, IBSL Building, Colombo 08 indicating the position applied for on the envelop by **Sunday 17th February 2019**.

Only shortlisted candidates will be contacted.

Posting period:

From 10.02.2019 to 17.02.2019