

**MISSIONS OF HOPE INTERNATIONAL  
JOB DESCRIPTION**

**Position:** Medical Laboratory Technologist  
**Reports to:** Health Officer in Charge  
**Supervises:** None  
**Department:** Health  
**Grade:**

**OVERALL JOB PURPOSE**

The position is responsible for the processing and analysis of laboratory tests to enable correct detection, diagnosis and treatment of patients in all MOHI Health facilities.

**DUTIES AND RESPONSIBILITIES.**

- Collection, preparation and management of samples and specimen including safe disposal.
- Prepare solutions, reagents and stains in accordance with standard laboratory formulas and procedures.
- Cleaning of laboratory apparatus and equipment.
- Inventory and stock management.
- Prepare the laboratory equipment and specimens for tests.
- Undertake quality control measures on working reagents to ensure conformity with set norms and standards.
- Prepare, store and ensure availability and optimum utilization of reagents.
- Document all processes and results to ensure availability of supportive information and gives report on the same.
- Implement all set stock control procedures to ensure accountability.
- Maintain high standards in good laboratory practice, laboratory safety, and laboratory hygiene.
- Process specimens for special techniques including viral load and CD4 counts.
- Write, record and verify patient's results.
- Proper management of laboratory equipment by doing daily routine maintenance, calibration and quality control.
- Maintain competence in Laboratory Information System that is crucial to the quality operations of the laboratory and patient care.
- Operate and maintain sophisticated instruments and equipment used in the laboratory, is able to set up, calibrate, maintain, operate and shut down such instruments.
- Actively participate in Quality Improvement Programs essential to ensure that laboratory testing is accurate, timely and meets clients' needs.

**Academic and Professional Qualifications & Experience**

- Degree or Diploma in Medical Laboratory Sciences.
- Valid licence by KMLTTB
- Must be registered with the KMLTTB with a current valid practicing license.
- A certificate in Voluntary Counselling and Testing from a recognized institution
- 3 years' experience in haematology, biochemistry and microbiology.

**Competencies/Abilities/Skills Required**

- Strong Christian with demonstrated commitment, and active involvement in church.
- Strong analytical skills, attention to details and problem solving skills.
- Strong interpersonal skills and effective team player.
- Experience working with HIV care and treatment programs
- Ability to work under minimal supervision
- Proficiency in IT applications including MS Office, Internet and e-mail.
- Effective communication skills and be fluent in oral and written English and Kiswahili.
- Must be a person of unquestionable integrity.
- Strong analytical and report writing skills.
- Attend and participate in the daily devotions.
- Should be able to promote and safeguard the welfare of the children and young people he/she is taking care of.