



JOB OPPORTUNITY

THE UNIVERSITY OF THE WEST INDIES
MONA, JAMAICA, WEST INDIES

We invite suitably qualified applicants to fill the post of:

Senior Medical Technologist II - Histology Laboratory
Department of Pathology
ATS Group (Grade 9) MPN 100610

Duties and Responsibilities:

Reporting to the Chief Medical Technologist, the successful candidate is expected to perform the following duties:

- ✓ Receives specimens from Operating Theatres and other surgical areas located at the University Hospital, external hospitals and other health care institutions and doctor's offices
- ✓ Performs quality checks of specimens delivered to the Histology Laboratory and makes decision whether to accept or reject specimens
- ✓ Records details of accepted specimens into specimen accessioning log book and the Laboratory Information Management System (LIMS)
- ✓ Prepares solutions, stains and reagents in accordance with standard written procedures
- ✓ Maintains laboratory supplies inventory by checking stock to determine inventory level, anticipating needed supplies, and placing orders for replacement as required
- ✓ Assist in monitoring and ensuring adherence to quality policies, taking corrective and preventative actions
- ✓ Maintain an updated record of the status of equipment and providing appropriate recommendations
- ✓ Ensures availability and reliability of equipment/instruments by monitoring and performing periodic calibration checks
- ✓ Demonstrates, executes or assists staff in the application of specialised, new or difficult techniques
- ✓ Assists in the training and orientation of medical students, medical technology interns and other personnel

Qualification and Experience:

- ✓ An Undergraduate degree in Medical Technology
- ✓ Trained and certified as a Medical Technologist
- ✓ A minimum of three (3) years' working experience in a medical laboratory

Skills and Competencies:

- ✓ Familiarity with a Laboratory Information System would be an asset
- ✓ Detail-oriented
- ✓ Proficiency in the use of Microsoft Office
- ✓ Good interpersonal skills

Applicants are required to submit an application letter and a resume giving full particulars of qualifications, experience, the names and addresses of three (3) referees (one of whom should be from your present organization). These should be sent by electronic mail to hrmd.sed@uwimona.edu.jm addressed to the Campus Registrar for the attention of the Director, Human Resource Management Division, The University of the West Indies, Mona Campus, Kingston 7, Jamaica. All applications must include the reference number **MPN100610** in the subject line. The final date for receipt of applications is **April 26, 2024**. Applicants are advised to ask their referees to send reports under confidential cover to the above address without waiting to be contacted.

The University thanks all applicants. However, only shortlisted candidates will be contacted.

The University of the West Indies, Mona Campus Inspiring Excellence, Producing Leaders