



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

JOB OPPORTUNITY

We invite suitably qualified applicants to fill three posts of:
Senior Medical Technologist II
Department of Microbiology
ATS Group -Grade 9 MPN 100610

Main Purpose of Job:

To perform laboratory tests and analyses for teaching, research and diagnostic purposes.

Duties and Responsibilities include:

The successful candidate will report to the Chief Medical Technologist and is expected to perform the following duties:

- Ensures accuracy and maintains a standard up-to-date system of records in the pre and post analytical processes for samples and specimens received
- Prepares equipment, solutions, reagents, media and patient specimens and performs laboratory tests as requested
- Ensures the reliability of results by performing all assigned laboratory test accurately, submits reports daily, performs quality control checks and adherence to specific requirements
- Prepare and maintains reagents, samples, standards as dictated by protocols in designated areas
- Prepares samples, specimens for dispatch to other Departments or institutions as required
- Prepares and submits reports or statistical data as required
- Assists with the training of medical technology students, medical students and other personnel as required
- Ensures that stock inventory is maintained at adequate levels to allow efficient department functioning
- Operates in accordance with the department's confidentiality agreement

Qualifications and Experience:

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

Skills and Competencies:

- Proficiency in the use of Microsoft Office Suite
- Familiarity with a Laboratory Information System would be an asset
- Details oriented
- Willingness to work on weekends and public holidays

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 **May, 17, 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