

Job Title: Laboratory Technician

Location: NAA Diagnostic Care Centre - Dummar, Damascus

Salary: Competitive salary

Job Type: Permanent

Job Duration: 3 months probation, and following acceptance, a long term contract

Responsible to: Clinic Manager

Responsible for: Daily management and maintenance of NAA Clinic laboratory

Job Profile

Laboratory technicians are responsible for laboratory-based tasks, which include sampling, testing, measuring, recording and analysing results in biological, chemical, physical and life sciences. He/she will conduct laboratory tests that aid in the detection, diagnosis, and treatment of disease in the centre. They also provide all the required technical support to enable the laboratory to function effectively whilst adhering to correct procedures and health and safety guidelines.

Main Duties and Responsibilities

Preparation

- ✓ Collect blood, and urine samples from patients;
- ✓ Prepare specimens or samples for analysis (identifies, labels, etc);
- ✓ Examine and analyze cells, tissues and blood;
- ✓ Perform tests to look for microorganisms, parasites or bacteria in body fluids and blood;
- ✓ Ensure that the laboratory is well-stocked and resourced;
- ✓ Perform routine tasks accurately and following strict methodologies to carry out analyses;

Testing

- ✓ Performing laboratory tests in order to produce reliable and precise data to support clinical investigations;
- ✓ Obtain specimens, cultivating, isolating and identifying microorganisms for analysis;
- ✓ Stain and mount tissues sample for examinations by pathologist;

Equipment

- ✓ Operate, maintain and calibrate common laboratory equipment such as centrifuges, auto analyzers, pH meters, microscopes, etc;
- ✓ Prepare and sterilize instruments;
- ✓ Adhere and ensure strict safety procedures and checks;
- ✓ Implementing infection control procedures and processes;
- ✓ Disposal of hazardous and non hazardous waste in accordance with established guidelines;

Reporting

- ✓ Provide clerical/ administrative support;
- ✓ Maintain accurate and up-to-date quality control records;
- ✓ Communicate laboratory results via telephone, computer, or written report
- ✓ Checking laboratory service and facilities and reporting any faults to health services director

Personal Specifications

Knowledge and qualifications

- ✓ Graduate from Syrian health institute with lab specialization or
- ✓ Accredited certificate from abroad in laboratory specialization is acceptable

Experience

- ✓ Minimum 5 years experience in private laboratory or;
- ✓ Minimum 3 years in hospital laboratory practice is acceptable

Skills/Abilities

- ✓ Ability to communicate effectively and confidently both verbally and in writing regarding patient issues;
- ✓ Good numeracy, literacy and computing skills;
- ✓ Excellent analytical and record keeping skills;
- ✓ Good hand to eye coordination and the ability to use technical equipment with accuracy;
- ✓ Teamwork and patient manner with good attention to detail.