

07 June 2024

### Urgent Vacancy Announcement

Arba Minch University's NORHED-SENUPH II project is looking for dedicated individuals to fill the position of field data supervisor. The role is a six-month contract with a potential extension of up to one year. The primary responsibilities include providing field data supervision and ensuring data quality.

#### **Requirements**

- MSc degree in Biostatistics, Epidemiology, Data Sciences, Bioinformatics and related fields
- Strong communication, teamwork and time management skills
- Proficiency in data management software and tools, particularly Kobo Toolbox, is a mandatory requirement, and expertise in this area is highly recognized
- A mandatory requirement is a willingness to work in the *Kebeles* of Mole, Delibo, Algae and Ankober (**Cluster 1**), Lante, Fura, Umo Lante, Chano Mille, Chano Chalba (**Cluster 2**), Shelle Mella, Kolla Shele, and Ganta Kanchama Ochole (**Cluster 3**)
- Ability to work in a fast-paced environment and meet deadlines
- Strong skill and commitment to ensuring data quality and using software like STATA, SPSS and others



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### **Responsibilities**

- Plan, direct, and coordinate the collection of field data in the Kobo Toolbox
- Ensure completeness of data before submission to the Kobo Toolbox system
- Ensure data collection and submission in the scheduled plan
- Prepare, organize, and document daily activities, including workflows in both soft and hard copies, are essential tasks
- Establish a system to monitor field sample collection activities
- Prepare weekly reports of field and laboratory activities
- Record any cases which need a decision and report immediately to the project coordinator
- Participate in regular meetings
- Performing other activities assigned by the project coordinator

### **Benefits**

- **Salary:** 12,500

**Accountability:** Field data supervisors are accountable to the project coordinator

**Number:** Three

### **Deadline for application**

- Monday, 17 June 2024

### **Place of registration**

Arba Minch University, Abaya Campus Human Resource Department, office number 02

**Attention: Applicants need to specify which cluster they would like to supervise.**



07 June 2024

### **Urgent Vacancy Announcement**

Arba Minch University's NORHED-SENUPH II project is seeking dedicated individuals for the position of Laboratory Technologists. The role is available on a six-month contractual basis, with potential extension up to one year, to collect laboratory samples and examine per the project requirement by ensuring the quality.

#### **Qualifications:**

- Diploma/Degree in Medical Laboratory Technologist and Molecular Biology
- Proficiency in laboratory techniques and tools
- Strong communication, teamwork, and time management skills

#### **Requirements:**

- Willingness to work in specific locations (Cluster 1: Mole, Delibo, Algae, Ankober; Cluster 2: Lante, Fura, Umo Lante, Chano Mille, Chano Chalba; Cluster 3: Shelle Mella, Kolla Shele, Ganta Kanchama Ochole; Cluster 4: Abaya campus and all *Kebeles* when necessary)
- Ability to thrive in a fast-paced environment and meet deadlines
- Strong commitment to ensure the quality of samples in the field and laboratory

#### **Skills Needed:**

- Slide preparation and malaria microscopy
- DBS and RNA solution preparation
- Other parasite sample collection and detection

#### **Additional Qualities:**

- Openness to learning from others
- Willingness to work in a team

#### **Responsibilities**

- Plan, direct, and coordinate the specimen's collection in the field and laboratory and submission to Kobo Toolbox.

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- Practice safety, environmental, and infection control methods
- Ensure specimen collection and laboratory activities in the scheduled plan
- Collect, process, and handle blood and other biological specimens according to established procedures
- Perform a variety of laboratory tests for collected samples
- Perform quality control tests to ensure the validity and accuracy of results
- Establish a system to maintain the quality of sample collection and laboratory activities
- Ensure sufficiency of the sample both in quality and quantity during collection
- Record results and report according to established procedures on time
- Ensure the completeness of the necessary examinations before submission to the Kobo toolbox.
- Prepare weekly reports of field and laboratory activities
- Ensure the availability of all consumables and materials for field and laboratory works
- Record any cases which need a decision and report immediately to the project administrator and coordinator

**Benefits:**

**Salary:** 7500

**Accountability:** Laboratory teams are accountable to the project administrator and coordinator

**Number:** Two

**Deadline for application**

- Monday, 17 June 2024

**Place of registration**

Arba Minch University, Abaya Campus Human Resource Department, office number 02

**NB: Please specify which cluster you would like to work.**



07 June 2024

## Urgent Vacancy Announcement

Arba Minch University's NORHED-SENUPH II project is currently seeking dedicated individuals to take on the role of Project Administrator. This position is available on a six-month contract, with the possibility of extension to one year, to provide administrative support for the AMU NORHED-SENUPH II project.

### **Requirements**

- BA/MA degree in Project Management, Human Resources Management, Planning and Management, Planning and Administration, Public Administration, and Management
- Strong communication and teamwork skills
- The ability to thrive in a fast-paced environment and consistently meet deadlines is a key requirement for this role.
- Strong time management skills.
- Proficiency in project management software is advantageous.
- Four years and above in Administration Position

### **Responsibilities**

- Plan, direct and coordinate project activities
- Administer human and materials resources and ensure wise use of resources in the laboratory and field



- Arrange travel and accommodations for the project activities
- Prepare, organize and document project files in soft and hard copies
- Establish a system to monitor field and laboratory activities
- Ensuring a conducive working environment for students and staff
- Ensure the project implementation as planned
- Prepare the project activities report weekly
- Creating and updating daily workflows
- Schedule regular meetings and record decisions
- Communicate with stockholders whenever needed
- Perform other activities assigned by the project coordinator

**Benefits:**

- **Salary:** 9000

**Accountability:** Project administrator is accountable to the project coordinator

**Deadline for Application**

- Monday, 17 June 2024

**Place of registration**

Arba Minch University, Abaya campus Human Resource Department, Office number 02



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