

# JOB ADVERT:



## LABORATORY TECHNOLOGIST

Job Title	Laboratory Technologist (1 Position)	Probation Period	3 Months
Location	Marie Stopes Kenya - Ruiru Premier Clinic	No. of Direct Reports	N/A
Reporting to	Centre Manager	Budget Responsibilities (Y/N)	N/A

MSI Reproductive Choices is an NGO registered in Kenya. We are affiliated to Marie Stopes International. Together we deliver quality sexual and reproductive health care and family planning to millions of the world's poorest and most vulnerable women. We want to make sure that women have a choice when it comes to having children and that death by unsafe abortion is reduced.

We seek to recruit a Laboratory Technologist who will be a part of the Commercial Services Department and reports to the Centre Manager. The Laboratory Technologist is responsible for all laboratory activities within the Centre. This will include performing routine and complex analytical tests on human body fluids and tissues to provide accurate data to the health care team for optimal diagnosis, treatment and monitoring of disease states. The Laboratory Technologist may also be required to conduct other activities as assigned by the Centre Manager.

**It is the responsibility of this role to further our goal of MAKING CHOICE POSSIBLE for every Kenyan.**

The post holder commits to and is held accountable to Marie Stopes International global core values:

Mission Driven	Client-Centered	Accountable	Courageous	Resilience	Inclusive
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### Key Responsibilities

- Perform routine laboratory test procedures as outlined in the MSK laboratory standard operating procedure manuals and report test results
- Perform and adhere to daily quality assurance and quality control procedures in performing all testing
- Correlate clinical information and/or previous lab results and report discrepancies to supervisors and other appropriate personnel. Consult with superiors or senior clinicians when no pre-set criteria for decision-making is available before taking action
- Collect and direct the collection of specimens with rigid attention to proper patient identification, priority status and hospital and laboratory safety and infection control policies for clinical testing
- Maintain and operate lab equipment; be able to detect malfunctions as they occur by review of results. Troubleshoot the problem with vendor representative and raise the requests for repairs
- Provide recommendation on new tests to introduce to the clinic based on market research results
- Follow protocol for running and documenting control values
- Collect, evaluate, and report quality management data in order to monitor and improve laboratory performance
- Work closely with all laboratory personnel to ensure timely client service and accurate test results

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- Maintain open communication with supervisors, doctors, and fellow employees to ensure optimal operation of department. Communicate pertinent information to other members of the health care team in a clinically relevant time frame to enhance the lab's contribution to patient care
- Write and update laboratory procedures under supervision as required by quality teams
- Liaise with the Quality Assurance team to report any clinical incidences and seek support where intervention is required
- Documentation - Properly and accurately documents/charts observations and other data related to the clinical condition of the patient, and ensures proper records are maintained of the same
- Maintain professional and technical knowledge by attending educational workshops, reviewing professional publications; establishing personal networks; participating in professional societies. This should be done in Liaison with the Centre manager to ensure the lab is always covered while away
- Confidentiality - Preserve and protect patient and client confidentiality in all situations and with all documentation
- Maintain safe and clean working environment by complying with safety procedures, rules, and regulations
- Protect patients and employees by adhering to infection control policies and protocols
- Correctly dispose of bio-hazardous materials, labelling and handling of all materials
- Adhere and adapt to organizational goals, objectives, and standards of performance, policies and procedures
- Ensure that all relevant practicing licenses are up to date and copies maintained in the personal files in the facilities
- Any other duties that maybe assigned by the line manager

### Qualifications

- Minimum Diploma in Medical Laboratory Sciences from a recognised institution.
- Valid License from Kenya Medical Laboratory Technicians and Technologists Board
- Minimum of two (2) years post training experience in the same position

### Skills

- Capable of performing tests in all clinical laboratory sections: bacteriology, immunohematology, chemistry, haematology, parasitology, serology and urinalysis
- Fully aware of quality control protocols
- Fully conversant on Infection prevention and control

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### Behaviours and Values:

Successful performance at MSK is not simply defined in terms of 'what' people achieve, but equally is about 'how' people go about their jobs and the impact that they have on others.

<b>Work as One MSI</b>	<p>You contribute, use, and share accurate data and evidence to improve understanding, insight and decision-making across MSI, enabling us to maximize our ability to influence others.</p> <p>You share relevant knowledge, expertise and resources to strengthen teamwork and prevent duplication of effort.</p> <p>You actively work as part of a team, providing support and flexibility to colleagues, demonstrating fairness, understanding and respect for all people and cultures.</p>
<b>Show courage, authenticity and integrity</b>	<p>You hold yourself accountable for the decisions you make and the behaviour you demonstrate. You are courageous in challenging others and taking appropriate managed risks.</p>
<b>Develop and grow</b>	<p>You seek feedback to enable greater self-awareness and provide the same to others in a way which inspires them to be even more effective.</p> <p>You manage your career development including keeping your knowledge and skills up to date.</p>
<b>Deliver excellence, always</b>	<p>You strive to consistently meet and exceed expectations, putting clients at the centre of everything, and implement smarter, more efficient ways of performing your role.</p> <p>You build and maintain effective long-term working relationships with all stakeholders and are a true MSI ambassador.</p>
<b>Leadership</b>	<p>You inspire individuals and teams, through situational leadership, providing clear direction.</p> <p>You seek and provide opportunities which motivate team members, helping to develop skills and potential whilst strengthening our talent and succession pipeline.</p> <p>You are aware of emerging developments in our sector, demonstrating strategic insight about our clients and business and encourage this in your team.</p> <p>You articulate a vision of the future which inspires and excites others.</p>

### How To Apply

**Suitable and qualified internal and external candidates** should apply via:

<https://hcm.mariestopes.or.ke/hcm/recruitment.jsp?view=1:0> by or before **24<sup>th</sup> June 2026**. Do not attach certificates and testimonials.

MSI Reproductive Choices Kenya is an equal opportunity employer and does not ask for fees at any stage of the recruitment process. Successful candidates must abide by MSI's Antifraud & Bribery Policy and Safeguarding Policy, including protection of children and vulnerable adults.