

NATIONAL INSTITUTE FOR MEDICAL RESEARCH



JOB VACANCIES

The National Institute for Medical Research (NIMR) is a Parastatal Organization under the Ministry of Health, Community Development, Gender, Elderly and Children established by Parliament Act No. 23 of 1979. The Institute is mandated to carry out, control, coordinate, register, monitor, evaluate and promote health research in Tanzania.

The Institute is looking for qualified, competent and self-motivated Tanzanians to fill project positions for a **Driver** and **Laboratory Scientist** to be based at the NIMR Headquarters in Dar es Salaam.

POSITION: PROJECT DRIVER

JOB SUMMARY

The Driver will provide reliable and safe driving services to NIMR staff and other officials. He/she will also be accountable to maintain and provide general service and maintenance of the institute's vehicle and ensure their safety.

DUTIES AND RESPONSIBILITIES

- To drive the project's vehicles safely and comfortably and must exercise defensive driving to prevent accidents;
- To obey local traffic laws and regulations;
- To ensure project motor vehicles are always clean and in good condition;
- Ensure daily vehicle checks are done and undertake minor maintenance;
- To ensure that vehicles are serviced regularly;
- To fill and maintain logbooks for all trips/journeys made;
- To request for fuel and account for fuel consumption through the logbook;

- To monitor expiration and initiate renewal process of motor insurance;
- To ensure that his or her driving license is valid;
- Inspect the vehicles for defects and safe operating condition before, during and after trips; and report any conditions which required attention of the Project Manager;
- To report all accidents and related incidences encountered;
- To participate in field activities including sample collection where necessary; and
- To perform any other duties that may be assigned by the Project Principal Investigator and other supervisors at NIMR.

QUALIFICATIONS AND EXPERIENCE

Holder of Secondary Education Certificate with passes in Kiswahili and English having a valid Driving License Class C or E and one-year Basic Driving Course plus driving experience of at least three (3) years without causing accidents.

TERMS OF EMPLOYMENT

One (1) year renewable contract, subject to positive evaluation and availability of funds.

SALARY AND FRINGE BENEFITS

Attractive salary and fringe benefits will be offered commensurate with qualifications and experience.

POSITION: PROJECT LABORATORY SCIENTIST

JOB SUMMARY

The main role of the Laboratory scientist will be to perform routine and specialized tasks related to execution of laboratory procedures for the malaria molecular surveillance project. The position entails provision of technical support and advice related to sample collection, processing, analysis and storage in accordance with the needs of Good Clinical Laboratory Practices (GCLP) and Standard Operating Procedures (SOPs) together with agreed professional and project standards and guidelines.

QUALIFICATIONS AND EXPERIENCE

- Bachelor's degree in Medical Laboratory Science with valid Health Laboratory Practitioners Council registration or Bachelor's degree in Molecular Biology and Biotechnology;
- Experience in genomics and practical skills in different molecular biology techniques; with at-least three (3) years of proven working experience in similar field;
- Have complex problem-solving skills, decision-making, critical thinking, time-management and team working skills; and
- Have self-supervisory skills, good verbal and written communication skills.

DUTIES AND RESPONSIBILITIES

- Ensure that preventive maintenance of Laboratory equipment is carried out as planned;
- Ensure all specimen delivered to the laboratory are processed and all test results are recorded according to SOPs;
- Ensure recording and archiving of specimens are carried out in accordance with SOPs;
- Plan and perform routine and specialized technical procedures required by the project including troubleshooting during the course of work;
- Assist in maintaining standards and cleanliness of laboratory equipment in accordance with engineer's advice, guidelines and equipment's manual;
- Maintain effective communication with project staff, hospital staff and field teams to ensure complete information capture for laboratory records;
- Participate in Quality Control programmes as required by GCLP to ensure reliability of testing procedures, proper function of laboratory equipment and compliance with relevant local and international regulations;
- Complying with internal and external regulatory authorities by adhering to Quality controls, health and safety and inspection control practices;
- Be available to work extra hours (on-call) when required to do so; and
- Perform any other duties that may be assigned by the Project Principal Investigator and other NIMR superiors.

TERMS OF EMPLOYMENT

One (1) year renewable contract, subject to positive evaluation and availability of funds.

SALARY AND FRINGE BENEFITS

Attractive salary and fringe benefits will be offered commensurate with qualifications and experience.

MODE OF APPLICATION

Application letters should be accompanied with Curriculum vitae, certified copies of Academic Certificates and other relevant certificates together with at least three reputable referees including their reliable contacts. **The closing date is 22nd September, 2020.** Only shortlisted applicants will be contacted.

Email submissions are encouraged through the following email address:

dg_office@nimr.or.tz

Physical Address:

Director General

National Institute for Medical Research

3 Barack Obama Drive,

P.O. Box 9653,

11101 DAR ES SALAAM.