



*Republic of the Marshall Islands*  
**Office of the Public Service Commission**

PO Box 90 ~ Majuro, MH 96960 ~ Marshall Islands  
Phone: 692.625.8298 ~ 692.625.8498 ~ Fax: 692.625.3382 ~ Email: pscmi.recruit@gmail.com

Re-announcement of EA NO: RMI-161-21

EA.NO.: RMI-023-22  
OPENING DATE: 02/01/22  
CLOSING DATE: Until Filled

**EMPLOYMENT ANNOUNCEMENT**

REF: CM of 01/28/22

<b>Position Title:</b>	<b>Laboratory Specialist (2posts)</b>	
<b>Grade and Salary (P/L):</b>	<b>Grade: PL-9/1 - 9/5</b>	<b>Salary: \$13,045.00 - \$17,025.00 per Annum plus 20% ED</b>
<b>Ministry and Division:</b>	<b>Ministry of Health &amp; Human Services</b>	<b>Bureau of Kwajalein Atoll Health Care Services</b>
<b>Location:</b>	<b>Ebeye</b>	
<b>Reports to:</b>	<b>Ebeye Hospital Laboratory Manager</b>	

**JOB PURPOSE:**

To provide quality phlebotomy services for COVID-19 and other infectious diseases and support other subdivisions under frequent supervision.

**KEY RESPONSIBILITIES:**

1. Assist in the COVID-19 and other infectious diseases
2. Reports and record keeping
3. Inventory, stock control and supplier knowledge
4. Safety and hygiene activities
5. Training and development
6. Perform other duties within the capacity, qualification and experience normally expected from person occupying a position at this classification

**MAIN DUTIES AND OUTCOMES:**

- 1.1 Identify the patient, explain phlebotomy technique and comfort the patient.

- 1.2 Train and use the Laboratory Management Information System and MHIS
- 1.3 Assist in ensuring that laboratory test results are entered in the system.
- 1.4. Report urgently to the clinicians any results of immediate public health importance (e.g. HIV positive cases).
- 1.5 Provide mobile laboratory services

- 2.1 Document results in appropriate worksheets and log books.
- 2.2 Create and maintain immunology and serology registries.
- 2.3 Analyze data to provide statistics for quarterly and annual reports.

- 3.1 Participate in regular training activities at Ministry of Health and Human Services or overseas.
- 3.2 Seek advice, ask questions and refer to appropriate reference materials whenever necessary to improve performance competence.

- 4.1 Ensure appropriate standard of cleanliness, quality assurance and infection control within the unit, liaising with the maintenance and housekeeping staff as appropriate.
- 4.2 Maintain a high level of confidentiality and ensure the privacy of all patient information.
- 4.3 Adhere to and cooperate with all policies and procedures of the Ministry and relevant legislation

#### **DESIRABLE REQUIREMENTS:**

##### **Qualification:**

- Graduate from a recognized & accredited College with an AS degree or equivalent.
- Combination of education experience which may acceptable to the Public Service Commission.

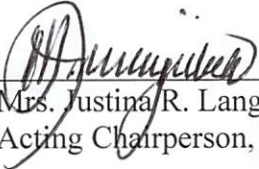
##### **Skills:**

- Knowledge about the different equipment used in laboratory practice;
- Knowledge about technical matters including reagents, chemicals and all ancillaries in each specialty;
- Knowledge about every hazardous material (from specimens to chemicals);
- Understanding of testing and diagnosis implications, consequences and relation to further analyzes;
- High level of interpersonal skills and the ability to facilitate effective communication among all level of staff, patients and outside organizations;
- Excellent observation skills, able to think critically and make quick and effective decisions;
- Caring and quality driven commitment to provide excellent health services;

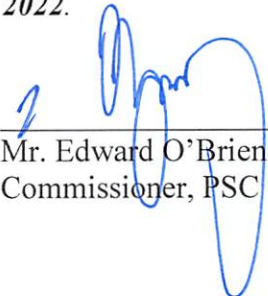
- Attention to detail;
- Reliable with excellent timekeeping;
- Self-motivated with a willing and friendly approach;
- Demonstrated ability to function both, independently and in collaboration with other health care professionals.

Secure application form from the Public Service Commission's Office in Majuro and the Office of Deputy Chief Secretary on Ebeye or may inquire further by contacting the following PSC email addresses: ([pscrmi.recruit@gmail.com](mailto:pscrmi.recruit@gmail.com)).

Issued by the Public Service Commission on this **01<sup>st</sup> February 2022**.



Mrs. Justina R. Langidrik  
Acting Chairperson, PSC



Mr. Edward O'Brien  
Commissioner, PSC