

<b>Job Title</b>	<b>Medical Technologist / Technician</b>
Department	Research Department
Reports to	Research Laboratory Manager
Location	Ndevana Community Research Site
Annual salary range	R425,145 – R495,825

*(Please note that the salary range mentioned is indicative only. The offer to the successful candidate will be determined within this salary range, based on the candidate's relevant qualifications and experience).*

#### **Purpose of the position:**

The purpose of the position is to manage all laboratory activities at the Ndevana Community Research Site laboratory, including oversight of on-site diagnostics, performing laboratory rapid tests in line with donor and laboratory standards, safe handling of specimens, quality assurance (QA) / quality control (QC) processes (IQC and EQA), reporting on Good Clinical Laboratory Practice (GCLP) and Good Clinical Practice (GCP) and accountability to all research sponsors.

#### **Scope of work:**

To perform all operations of FPD's Clinical Research Laboratory. Key responsibilities include:

- Implementation and correct application of all FPD policies and procedures, GCLP principles and laboratory quality improvement plan to ensure compliance.
- Be responsible for equipment calibration and maintenance to ensure accurate and reliable results.
- Follow safe working conditions and procedures to ensure a safe working environment and compliance with all legislation.
- Be familiar with and adhere to safety rules and regulations.
- Applying for relevant documentation from the South African Department of Health to allow the shipment of material into and out of South Africa as required by the various research studies.
- Ensuring the preservation of the integrity of all investigational material.
- Effective implementation of study start-up and close out activities.
- Follow correct application of quality assurance including laboratory audit preparations and SOPs to ensure corrective actions are taken as required.
- Develop or revise laboratory related SOPs as required to ensure the laboratory is constantly able to provide high quality, cost effective and correct results.



- Ensure that the laboratory is compliant with GCLP.
- Timously perform method validation and the establishment of new assays.
- Place laboratory orders in accordance with established procedures.
- Inspect, verify and check delivered goods and stock as per orders.
- Maintain stock inventory logs for all studies.
- Oversee the management and storage of biohazardous waste and toxic materials.
- Oversee all aspects of specimen processing including performing of point of care rapid tests and reporting of results.
- Oversee the transport and shipping of clinical specimens.
- Attend to all laboratory related staffing requirements and administration.
- Perform other reasonable tasks, within their capabilities, at the request of the laboratory manager, which will contribute to the successful performance of the Ndevana Community research site.

**Qualifications and registration:**

- National Diploma in Medical Technology, preferably in Clinical Pathology (essential).
- Current registration with the Health Professions Council of South Africa as Medical Laboratory Technologist / Technician (essential).
- Post graduate qualification specifically inclusive of research and data management content (advantageous).
- Certification in Good Clinical Practice (GCP) and Good Clinical Laboratory Practice (GCLP) (advantageous).
- Dangerous Goods/ IATA training certificate (advantageous).

**Experience:**

- Minimum of 3 years' experience in the laboratory environment.

**Additional requirements:**

- Proficiency in reading, speaking, and writing English.
- Sound knowledge of laboratory information systems.
- Proficiency in Microsoft Office at an intermediate level.
- Embracing and leveraging Artificial Intelligence (AI), to enhance operational efficiency.
- Valid driver's license and own vehicle (essential).
- Must be willing to travel using own vehicle. Travel expenses will be reimbursed in accordance with FPD's policy.

**Application process:**

Interested candidates should apply by accessing the following link:

<https://vacancies.fpdsiu.co.za/>

**Closing date for applications:** 27 February 2026 at 16h00

The Foundation for Professional Development fosters a diverse and inclusive workplace. We invite and encourage qualified candidates with disabilities to apply for positions within our organisation. In line with the company's Employment Equity Plan, preference will be given to suitably qualified male candidates from designated groups.

**Please note:**

Only shortlisted applicants will be contacted. If you have not been contacted within four weeks after the closing date of this advertisement, please accept that your application was unsuccessful. The company reserves the right not to make an appointment.