



MedX Diagnostic

□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □

□ □ □ □ - Medx/ 101

□ □ □ 07/ 02/2017 □ . □

Vacancy Announcement

JOB DESCRIPTION

- ❖ Category:Resource mobilization
- ❖ Location: Bahirdar
- ❖ Service year..... (6/8 years BSC, MSC ,MPH experience)
- ❖ Employment Type.....Full time
- ❖ Employer.....Medx Diagnostics
- ❖ Salary: level 20 (15,197.00 birr)
- ❖ Position..... Resource mobilization officer
- ❖ Quantity One

Project Brief

Medx Diagnostics is non-governmental organizations strive to bridge the health care gaps through innovation and technology transfer. Medx introduce having higher specificity, sensitivity and affordable technology for Ethiopia. Maternal and child heath, infectious disease of public health importance all are major intervention areas of Medx intervention through life changing approaches and partnership (PPP) methodologies..

Main Purpose of the Job

The Resource mobilization officer will work closely with the CEO of Medx and counterparts to provide strategic and technical assistance in the Establishment of effective and adequate supervision capacity for the development and provision of efficient resource mobilization practice. Ensuring that staffing is aligned with the project’s vision, goals, and plans to achieve results. Harmonize efforts and maximize synergy and integration between project program areas and units. The resource mobilization officer will set a positive tone for the entire project and inspire staff to apply results-based approaches for timely, as well as quarterly reports.

Principal Responsibilities .

- In coordination with the project team, work collaboratively with government and health department to increase availability of resources. .
- Support closely to enable top performance company workers so that, the intervention able to deliver high output at company and health facility level ..
- Work performed based on productivity team work &co-operation.
- Updates job knowledge by participating in educational opportunities, reading technical publications.
- Demand creation to the product and organize utilization rate and finance collection at assigned zone's .
- Report task performed timely as needed.
- Contribute to knowledge hub development and company profitability.
- Create job descriptions with department managers, as well as succession planning.
- Ensure project staffing, structure and reporting relationships are aligned with project needs, local context and available resources. .
- Ensure appropriate and timely documentation and dissemination of key results and deliverables for maximum project impact and business development using a variety of communication strategies and media.
- Develop the Framework, Performance Monitoring Plan, Technical Strategy, Monitoring and Evaluation (M&E) plan and annual project work plans as per agreement requirements, approved budget and received obligations,

Required Qualifications, skills and experience

A. Education and knowledge:

- * MPH in Health service management, health care&hospital management,Health Economics, project management(health back ground will be added advantage).

B. Experience:

- ❖ BSC, MPH, MSC *in* 6/8-years with substantial Experience and professional license.
- ❖ Demonstrated ability to plan and implement capacity building interventions, using a variety of methods to foster the project.
- ❖ Ability to build positive working relationships, characterized by mutual respect and professional courtesy, with counterparts and program beneficiaries across Cultural, linguistic and geographic boundaries.

- ❖ Excellent interpersonal skills and ability to work successfully in multidisciplinary team; manage multiple tasks concurrently.

C. Skills & Competences

- Must be ICT proficient, Good at Mentoring and Coaching, Analytical and attention to details .
- Good coordination, problem solving and networking skills, Demonstrated self-starter (i.e., motivation, dealing with pressure, adaptability).

D. How to apply.

- Applicants who fulfill the above requirement are requested to submit to non-returnable copies for CV, with academic certificate of degree and supporting documents with original to MedX diagnostic, Bahir Dar at Keble 14 Reis Engineering 2nd flower office within 7 consciously work Days (07/02/2017-14/02/2017 E.C) with 11:30 at local time in HR and administration Officer.
- The Examination date will be informed in your cell Phone Number.
- For more information please contact us through Office Phone Number **0583206668** .



MedX Diagnostic

□ □ □ □ □ □ □ □ □ □ □ □ □ □

□ □ □ □ - Medx/ 100

□ □ □ 07/ 02/2017 □ . □

Vacancy Announcement

JOB DESCRIPTION

- ❖ **Category:**----- Manufacturing
- ❖ **Location:**----- Bahirdar
- ❖ **Qualification** ----- BSC/ MSC in Medical laboratory.
- ❖ **Service year**----- (6/8 years BSC, MSC ,MPH experience)
- ❖ **Employment Type**..... Full time
- ❖ **Employer**..... Medx Diagnostics
- ❖ **Salary:** level 20 (15,197.00 birr)
- ❖ **Position**..... Quality Control officer
- ❖ **Quantity** One

1. Project Brief

Medx Diagnostics is non-governmental organizations strive to bridge the health care gaps through innovation and technology transfer. Medx introduce having higher specificity, sensitivity and affordable technology for Ethiopia. Maternal and child health, infectious disease of public health importance all are major intervention areas of Medx intervention through life changing approaches and partnership (PPP) methodologies. For the implementation of its strategic objectives the office looks to hire a Quality Control officer.

2. Main Purpose of the Job

The Quality Control officer will work closely with the CEO of Medx and counterparts to provide strategic and technical assistance in the Establishment of effective and adequate supervision capacity for the development and provision of efficient manufacturing practice.

Ensuring that staffing is aligned with the project's vision, goals, and plans to achieve results. Harmonize efforts and maximize synergy and integration between project program areas and units. The Quality Control officer will set a positive tone for the entire project and inspire staff to apply results-based approaches for timely delivery of technical assistance to the clients we serve including but not limited to producing timely, high quality documentation of the project's successes and lessons learned for local and international audiences, as well as quarterly reports.

3. Principal Responsibility

The following major activities executed by Quality Control officer of the company

- Ensures that processes needed for the quality system are established, implemented and maintained based on quality standards.
- Implements and maintains programs and processes to ensure high quality products and compliance with current Good Manufacturing Practices and Good Laboratory Practices.
- Facilitate the application of laboratory policy, guideline, manuals and standard operating procedures (SOPs) including job aids/formats according to ISO15189 requirements as needed.
- Regular checkup and monitoring of all internal quality is in place and properly implemented.
- Ensure functioning of diagnostic devices and equipment with the standards.
- Participate in technical meetings and relevant workshops
- Reports to top management on the performance of the Quality Control system and need for improvement.
- Conducting Quality Control in the laboratory and other areas
- Prepare tools that used to measure and monitor the application of standards
- Organize, identify and planning of improvement on gaps found in internal audit
- Conduct gap assessment about standardization of quality and preparing onsite and offsite training for implementers
- Follow and evaluate the effectiveness of the training
- Assessing and Promoting the awareness of regulatory and customer requirements.
- Ensure all process and activities are meet with regulatory and ISO standards.
- Reviews routine manufacturing, quality control and environmental monitoring data for in-process and finished products are maintained.
- Ensures that in-process testing activities are performed according to approved procedures and manuals.
- Investigates process & non process related errors of OOS results.
- Ensures that managerial responsibilities are clearly specified in job descriptions.
- Ensures that there is a procedure for self-inspection and/or quality audit that regularly appraises the effectiveness and applicability of the Quality Control system.
- Evaluates and controls batch records for completeness and precision.
- Ensures that there is a system for approving changes that may have impact on product quality.

- Ensures that GMP, GLP and QMS are adopted at every stage and procedures are laid down for each and every step of manufacture to ensure high standard of quality.
- Ensures that deviations are reported, investigated and recorded.
- Coordinates & organizes QMS committee and management review meetings.
- Ensures that safety guidelines are available in the whole plant.
- Prepares the performance activities of the department periodically.
- Reports any non-compliance to GMP/GLP in the factory.
- Ensures that all documents necessary for production & testing are complete & have been signed by the competent persons.
- Ensures that technical personnel have received proper induction & on job training & health checkups as well.
- Carries out activities related verification etc.
- control all stages of manufacture, processing, investigating& documenting.
- control the processed are performed based on seated standards.
- Organize self-inspection and complaint handling
- Undertake other duties given by the immediate supervisor

4. Required Qualifications, skills and experience

C. Education and knowledge:

- BSC/ MSC in Medical Laboratory ,with professional license.

D. Experience:

- ❖ BSC, MSC *in* 6/8-years with substantial Experience in laboratory and proffestional license. In a research laboratory or manufacturing facility is more advisable.
- ❖ Demonstrated ability to plan and implement capacity building interventions, using a variety of methods that foster production.
- ❖ Ability to build positive working relationships, characterized by mutual respect and professional courtesy, with counterparts and program beneficiaries across Cultural, linguistic and geographic boundaries.
- ❖ Excellent interpersonal skills and ability to work successfully in multidisciplinary team; manage multiple tasks concurrently; Attention to detail in quality.

C. Skills & Competences

- Must be ICT proficient, Good at Mentoring and Coaching, Analytical and attention to details .

- Basic knowledge of Ethiopian quality control guideline, creative, open minded, flexible and self-learner, capacity to work under pressure and to tight deadlines
- Good coordination, problem solving and networking skills, Demonstrated self-starter (i.e. motivation, dealing with pressure, adaptability).

D. How to apply.

- Applicants who fulfill the above requirement are requested to submit to non-returnable copies for CV, with academic certificate of degree and supporting documents with original to MedX diagnostic, Bahir Dar at Keble 14 Reis Engineering 2nd flower office within 7 consciously work Days (07/02/2017-14/02/2017 E.C) with 11:30 at local time in HR and administration Officer.
- The Examination date will be informed in your cell Phone Number.
- For more information please contact us through Office Phone Number **0583206668** .