

# Senior Technical Specialist – Laboratories

Pooled Procurement Services - Castries, LC

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## SENIOR TECHNICAL SPECIALIST- LABORATORIES

The Organisation of Eastern Caribbean States (OECS) is an inter-governmental organisation dedicated to economic harmonisation and integration, protection of human and legal rights, and the encouragement of good governance among independent and non-independent countries in the Eastern Caribbean. Under the Treaty of Basseterre (RTB, 1981) and now The Revised RTB (2010), Member States agree to cooperate with each other and promote unity and solidarity, including participation by Protocol Members in an Economic Union. [Read More...](#)

### JOB SUMMARY

Under the leadership of the Head of Pooled Procurement Services, the Senior Technical Specialist, PPS is a professional technical expert who will support the strategic vision of the OECS PPS. The Senior Technical Specialist - Laboratories will develop, implement, and support a strategic approach and a comprehensive quality assurance programme for the pooled procurement, supply chain management and optimal use of Clinical Laboratory equipment, reagents, supplies and other related Commodities/Products.

The role will be responsible for creating an environment of trust, open communication and innovative thinking in which teams can be developed and engaged.

### KEY DUTIES

#### Quality Assurance:

- Manage the quality assurance program ensuring commodity security of Laboratory, Haematology, Diagnostic, Assistive and other related Commodities/Products within the supply chain, including technical review for prequalification of suppliers, submit samples to quality control

labs and monitor product quality and complaints (pharmacovigilance) and liaise with the relevant regional Regulatory System

- Monitor and promote good practices and care by taking lead of the relevant assessments and reviews and providing relevant information and guidance to Member States to ensure the effective delivery of related services.
- Develop creative and practical solutions based on evaluation and integration of multiple factors to support quality assurance of Laboratory, Haematology, Diagnostic, Assistive and other related Commodities/Products, and their related services within the Member States.
- Develop, implement, and monitor quality assurance of products and procedures for Laboratory, Haematology, Diagnostic, Assistive and other related Commodities/Products to enable the work of PPS.
- Provide technical advice and present technical reports and documents at PPS Policy Board and Tenders Sub Committee/Technical Advisory Committee Meetings.
- Lead contributor on key initiatives and projects related to quality assurance and commodity security of Laboratory, Haematology, Diagnostic, Assistive and other related Commodities/Products
- Facilitate, Lead and act on reports from quarterly meetings with Laboratory Directors and Managers and Technicians
- Lead, report, and act on the technical meetings of the Formulary and Therapeutic Committee, Drugs Tender Committee, Laboratory Supplies Committee, and other Technical Committees required to facilitate the work of the Unit

### **Collaboration and Capacity Building:**

- Support the Procurement Manager with the Quantification, forecasting, specification and research on Laboratory, Haematology, Diagnostic, Assistive and other related Commodities/Products
- Partner with the Health Unit to lead the successful delivery of Health Laboratory projects.
- Works across multiple critical Health related programs to provide technical expertise and advisory on Laboratory, Haematology, Diagnostic, Assistive and any other related activities.
- Develop functional information and knowledge products to contribute to the body of research on Laboratory, Haematology, Diagnostic, Assistive and other related Commodities/Products in the OECS
- Develop strong internal and external networks with technical stakeholders including CMLF to ensure quality assurance of Laboratory,

Haematology, Diagnostic, Assistive and other related Commodities/Products other health commodities within the OECS

- Identify and facilitate training, workshops, capacity building and continuous education sessions for Member States on emerging issues as required.
- Lead the harmonization of Laboratory processes, testing, equipment, reagents and the development of relevant regional guidelines.

#### **Communication and Advocacy:**

- Partner with the Communications unit to contribute towards the advocacy and communication relating to Laboratory, Haematology, Diagnostic, Assistive and other related Commodities/Products the overall work of PPS.
- In collaboration with the Head of Procurement, Head of Health Unit and Procurement Manager lead in the preparation and publishing of a Bi-annual Brief
- Carry out such other related duties as may be required from time to time by the Head of PPS

#### **EXPERIENCE AND KNOWLEDGE**

- Bachelor's degree in biology, chemistry, or a related field.
- Valid laboratory technician license.
- At least 5 years of proven experience working as a lab technician (OECS/Caribbean experience preferable)
- Working experience operating electrical and non-electrical laboratory equipment.
- Comfortable handling potentially dangerous substances (flammable liquids, biohazards, etc.)
- In-depth knowledge of QHSE management systems, preventative measures, and laboratory best practices.
- Knowledge of pharmacology and pharmaceutical quality assurance mechanisms
- Excellent written and verbal communication including strong presentation and reporting skills
- Experience and skills in the Microsoft Suite of programs, (including Microsoft PowerPoint, Project, MS Excel, Word)
- Demonstrated critical thinking and problem-solving skills
- Diplomacy skills and experience working with Ministers of Health and Senior Government Officials
- Strong Relationship and Project Management skills

- Strong assessment and analysis skills applied to problem solving, negotiation and decision making.
- Applies advanced knowledge of industry practice and standards

## **CORE COMPETENCIES**

- Drives with Purpose and Vision
- Build Effective Teams
- Ensures Accountability
- Communicates Effectively
- Demonstrates Decision Quality
- Creates an Environment of Trust

## **JOB LOCATION**

The OECS Commission is headquartered in Castries, Saint Lucia. The position of Senior Technical Specialist – Laboratories is stationed at the OECS Commission headquarters. All nationals of OECS Member States: **Antigua and Barbuda, Commonwealth of Dominica, Grenada, Montserrat, St. Kitts and Nevis, Saint Lucia, St. Vincent and the Grenadines, Anguilla, The British Virgin Islands, Martinique, and Guadeloupe** are encouraged to apply.

## **BENEFITS**

The position is on a fixed-term establishment. Salary will be commensurate with qualifications and experience, and exempt from income taxes. In addition to the basic salary, this post attracts allowances.

The incumbent will be eligible for membership in the Organisation's non-contributory Group Health and Life Insurance Scheme.

The deadline for all submissions is **Friday 16th December 2022**.

**Only applications under consideration will be acknowledged.**

[\*\*Apply for This Job\*\*](#)