

JOB VACANCY

Position Title: Laboratory Assistant

Duty Station: Monrovia/West Point

Reports To: Health and Nutrition Program Manager

Contract Duration: February 1 – December 31, 2026

MISSION STATEMENT

Samaritan's Purse is a nondenominational evangelical Christian organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet the needs of people who are victims of war, poverty, natural disasters, disease, and famine with the purpose of sharing God's love through His Son, Jesus Christ. The organization serves the Church worldwide to promote the Gospel of the Lord Jesus Christ.

JOB SUMMARY

The Laboratory Assistant supports clinical and laboratory operations by performing routine technical and clerical tasks. Responsibilities include preparing specimens and equipment, maintaining a clean and safe laboratory environment, conducting basic laboratory procedures—including approved rapid diagnostic tests (RDTs)—and accurately recording and reporting data as part of routine clinical services. The role supports clinicians and laboratory professionals while ensuring strict adherence to safety, quality, and Ministry of Health guidelines.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Maintains a personal, active relationship with Jesus Christ and is a consistent witness for Jesus Christ.
- Conduct basic laboratory procedures, including approved rapid diagnostic tests (RDTs), ensuring proper sample handling, accurate interpretation of results, and timely documentation in line with standard laboratory procedures and Ministry of Health protocols.
- Maintain accurate inventory and ensure the safe storage of laboratory reagents, supplies, and equipment.
- Quantify laboratory supply needs and initiate requisitions for reagents and consumables through the Dispensing Officer, Project Coordinator, and Project Manager.
- Dispose of laboratory waste in accordance with Ministry of Health guidelines and approved biosafety protocols.
- Ensure continuous adherence to standard laboratory procedures, infection prevention, and biosafety practices at all times.
- Clean, disinfect, and sterilize laboratory equipment and maintain a clean, organized, and sterile work environment.
- Monitor stock levels, track inventory, and place timely orders to prevent stockouts.
- Accurately record, document, and report laboratory test results and related data to the Project Coordinator or designated senior staff at the clinic.
- Perform other duties as assigned by the Project Coordinator or Project Manager.

QUALIFICATIONS

To perform this role successfully, the individual must maintain a personal relationship with and be a consistent witness for Jesus Christ, and be able to carry out the essential duties effectively. The qualifications below represent the knowledge, skills, and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

EDUCATION AND QUALIFICATION

- Certificate or Diploma in Laboratory Technology or a related field from a recognized institution.
- Sensitivity to the needs and priorities of vulnerable populations.
- Strong written and verbal communication skills in English.
- Good interpersonal, teamwork, and basic leadership skills.
- Adaptable, flexible, and able to exercise sound judgment in a clinical setting.
- Strong analytical, planning, documentation, and reporting skills.
- Understanding of medical ethics, patient confidentiality, and community-based health education principles.

WORK EXPERIENCE: Minimum of three (3) years of experience conducting diagnostic activities in a basic clinical or laboratory setting.

SKILLS REQUIRED

- Flexibility, adaptability, and patience in a dynamic clinical and humanitarian environment.
- Strong analytical and problem-solving skills, with attention to detail and accuracy.
- Cross-cultural awareness and sensitivity, with the ability to work effectively in diverse communities.
- Working knowledge of, and ability to comply with, Ministry of Health (MoH) and World Health Organization (WHO) guidelines applicable to healthcare delivery in Liberia.
- Strong interpersonal and teamwork skills, with the ability to collaborate effectively with clinical staff, community members, and partners.
- Awareness of gender, protection, and safeguarding issues, and the ability to apply gender-sensitive and ethical approaches in service delivery.

How to apply: Interested applicants should send CVs and cover letter to Samaritan's Purse Office ELWA Compound, Monrovia: HR Manager alternatively, by email to: SPLiberiaHR@samaritan.org Deadline for submission of all applications is Tuesday, January 20, 2026 at 5:00 PM. Only short-listed applicants will be contacted.