

<b>VACANCY</b>	
<b>Job title:</b>	Laboratory Assistant
<b>Type:</b>	Permanent <input checked="" type="checkbox"/> Fixed Term <input type="checkbox"/> Temporary <input type="checkbox"/>
<b>Main purpose of the job:</b>	To ensure quality assurance compliance within the laboratory as part of GCLP
<b>Location:</b>	New Nurses Home Chris Hani Baragwanath Hospital, Soweto
<b>Closing date:</b>	22 May 2026
<b>Submit detailed CV to:</b>	vacancies36@witshealth.co.za
<b>Advert reference number:</b>	Lab
In accordance with our Employment Equity goals and plan, preference will be given to suitable applicants from designated groups as defined in the Employment Equity Act 55 of 1998 and subsequent amendments thereto.	

**Key performance areas**

Storing/retrieval of stored samples as per SOP with the entry of samples information into the various information systems.  
 Preparation and shipment of clinical material as per sponsor requirements  
 Routine monitoring and maintenance on the equipment used as required (and documented) as per GCLP  
 Preparation of media and reagents to specification according to the various SOP's  
 Stocktaking of consumables/reagents used and requesting the ordering of items in good time.  
 Appropriate management, storage and disposal of bio-hazardous waste and toxic materials  
 Conserving the accuracy of samples being archived in ultra-low storage through continuous freezer and database checks  
 Adherence and support in, compliance to the principles of good clinical laboratory practice (GCLP)  
 Ensuring laboratory cleanliness and safety  
 Testing and ensuring the quality of produced material  
 Ensure all customer interaction (Both internal and external customers) is of the highest professional level.  
 Build and maintain authentic relationship with all stakeholders ensuring that interactions are professional

**Required minimum education and training.**

Grade 12

**Required minimum work experience.**

Minimum 2 years Laboratory Administration experience

**Desirable additional education, work experience and personal abilities**

Laboratory experience and knowledge of GCLP  
 Comfortable working with potentially infectious material  
 Good verbal and written communication skills as well as high levels of computer literacy  
 High-level problem-solving ability needed  
 Exceptional self-management, conscientious work ethic as well as above average attention to detail needed  
 Motivated, organized, systematic and professional  
 Ability to work under pressure with efficient multi-tasking  
 Must be willing to work after hours when needed

Should you be interested in applying for this vacancy, please send an email to [vacancies36@witshealth.co.za](mailto:vacancies36@witshealth.co.za). The subject heading of the email must include the job title of position applying for. Please include the following documentation:

- A cover letter (maximum one page) that clearly states which vacancy you are applying for.
- A detailed CV