



## APPOINTMENTS

ZABS is a statutory body currently operating under the Standards Act No. 4 of 2017. ZABS exists to support industry in the production of goods and services of acceptable quality for national, regional and international markets. It is the custodian of national standards and acts as a link between the local industry and regional and international standardization and quality assurance (SQA) organizations.

### MAIN FUNCTIONS

The Bureau's mandate is to provide services in the areas of Standards Development, Management System/ Standards Training, Product Testing and Product/Management System Certification. It is also the National Enquiry Point for the World Trade Organization (WTO) Issues.

### VACANCY

The Bureau wishes to invite suitably qualified and experienced Zambian nationals to fill the following vacant position;

#### **1. TESTING LABORATORY MANAGER (ZABS 3 x 01)**

##### **A. KEY RESPONSIBILITIES**

- Manages effectively the testing and technical evaluation of products in order to evaluate compliance to standards.
- Manages effectively the development and implementation of test methods and testing techniques in order to ensure consistency in the quality of the results generated by the Laboratories
- Manages effectively the administration and maintenance of inventory, infrastructure and equipment in the Laboratory in order to facilitate smooth operations
- Manages regular administration of competency training in order to enhance proficiency and competency of staff.
- Manages effectively monitoring and evaluation of internal procedures and operations of the laboratories in order to facilitate identification of remedial interventions

##### **B. QUALIFICATIONS, EXPERIENCE & PERSONAL ATTRIBUTES**

- Full Grade 12 Certificate
- Bachelor of Science Degree
- 8 years' experience with 5 years at Management level in a busy laboratory
- Master of Business Administration, Master of Science or equivalent is an added advantage
- ISO 17025 Implementation and Auditor training a must
- Technical Skills: Method Validation, Proficiency Testing and Laboratory Accreditation procedures.
- Proven track record of driving or supporting change management initiatives.
- Able to write clearly and produce accurate reports

- Able to communicate effectively in English
- Candidate must have Management Skills, Leadership skills and Interpersonal Skills
- Conversant with laboratory accreditation requirements; Computer literate (including use of spread sheets, word processing, PowerPoint and Internet), supervisory skills, and ability to work independently.

## **CONDITIONS**

The position is on a 3 year contract employment, subject to renewable based on performance.

Suitably qualified individuals are therefore encouraged to apply for the jobs, please send your application letter together with copies of educational and professional certificates and a detailed CV to the address below. **Closing date for applications is 23<sup>rd</sup> August 2023.**

The Human Resources and Administration Manager

Zambia Bureau of Standards

P.O Box 50259

**LUSAKA**