



Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands

P. O. Box 500409, Saipan, MP 96950

Website: www.chcc.gov.mp



HUMAN RESOURCES

EXAMINATION ANNOUNCEMENT NO. 20-191

POSITION: **CLINICAL LABORATORY TECHNICIAN** OPENING DATE: **08/24/2020**

NO. OF VACANCIES: **1** CLOSING DATE: **Continuous**

SALARY: **\$31,350.24 P/A - \$51,066.23 P/A**

The salary given will be determined by the qualifications of the appointee.

LOCATION: Commonwealth Health Center, Saipan
Commonwealth Healthcare Corporation

DUTIES:

Performs all laboratory testing of patient specimens as defined in policies and procedures and as designated and scheduled, including but not limited to: operation of laboratory instruments and troubleshoots malfunctions, appropriate documentation of all testing and instrument activities, maintain laboratory supply inventories, participate and assist in educational and training activities. Participates in all Quality Assurance activities of the laboratory, as required. Document QC results and actions taken, if any, in the appropriate log book. Perform data collection and review laboratory testing, as designated. Perform phlebotomy procedures on patients, handle and process all specimens for appropriate laboratory testing. Communicate with the Laboratory Manager, Supervisors and co-workers of any potential problems or complications with patient specimens and/or laboratory instruments. Review, record and releases patient results in accordance with established protocol Follow assigned schedule to perform work duties in all designated areas of the Laboratory and Hospital. Adhere to emergency coverage schedule to perform work duties, as assigned, for all shifts of the operations i.e. 1st, 2nd, 3rd, weekdays and weekends. Perform other related duties as assigned.

QUALIFICATION REQUIREMENTS:

Licensed by the CNMI Healthcare Professions Licensing Board (HCLB) as a Clinical Laboratory Technician, meeting all requirements with appropriate documents and have at least one of the following: U.S. Associate Degree in a Laboratory or Biological Science with the minimum hours of coursework and training required to perform laboratory testing, as defined by CLIA requirements. Graduate of a Foreign Medical Technology program that meets all education and training, as defined by CLIA requirements. At least two years of recent and pertinent experience in the field of laboratory medicine. Ability to work with people from culturally and linguistically diverse backgrounds.

CONDITIONAL REQUIREMENTS:

This position is a Full-Time employment status at 40 hours per week with a shift schedule of eight hours per day, Monday through Sunday with flexible day(s) off per week. Employment start date will begin on September 16, 2020 through September 15, 2023. Eligible for overtime pay at "rate x 1.5 per hour" after completing a 40 hour work week per week for this position.

Note(s):

- *Three-fourths 20 CFR 655, Subpart E: "Workers will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any."*
- *Transportation and Subsistence 20 CFR 655, Subpart E: "If the worker completes 50 percent of the work contract period, the employer will provide, reimburse, or advance payment for the worker's transportation and subsistence*

CHCC is an equal opportunity employer. We consider all applicants for all positions without regard to race, color, religion, sex, disability, age, mental or veteran status, the presence of a non-job related medical condition or disability, or any legal protected status.

from the place of recruitment to the place of work. Upon completion of the work contract or where the worker is dismissed earlier, the employer will provide or pay for the worker's reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except reported a worker's voluntary abandonment of employment. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved."

- *Employer-Provided Items 655.423(k): Requires Employer provide to the worker, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.*

OTHERS:

This position is paid on a bi-weekly basis (2-week period). CHCC adheres to all applicable deductions such as C.N.M.I. Tax, Federal Tax, Medicare and Social Security.

Note: Education and training claimed in Employment Application must be substantiated by diploma, certificate or license. Failure to provide complete application form or the required documents will result in automatic disqualification.

Extended the JVA announcement to attract more US residents in the CNMI and Globally to fulfill this position and to meet the posting requirements as indicated on the Notice of Acceptance (NOA).

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Human Resources

Commonwealth Healthcare Corporation

1 Lower Navy Hill Road, Navy Hill, Saipan, MP, 96950

Operation Hours: Monday Through Friday 7:30 AM – 4:30 PM and CLOSED on weekends/holidays.

Employment Application Forms will be available 24/7 at the employer's hospital facility's Main Cashier Office (entrance/exit point for all)

E-mail: humanresources@dph.gov.mp

Direct Line: (670) 236-8205/8210/8729/8202

Trunk Line: (670) 234-8950 ext. 3580/3581/3583

Fax Line: (670) 233-8756