

## Clinical Technician

**Hiring organization**  
CastelMW

**Date posted**  
April 7, 2026

### Description

The Clinical Technician is responsible for managing the company clinic operations, supporting the delivery of occupational health services by providing the first line medical care to Castel Malawi Limited employees, conducting health monitoring for employees, and participate in the daily workplace health and safety talks.

### Responsibilities

Reporting to the **Senior Human Resource Business Partner**, the **Clinical Technician**, will be responsible for carrying out the following duties, among others:

- Provide first-line medical care, including first aid and emergency response for workplace injuries.
- Order and manage drugs in liaison with Procurement to maintain adequate stock levels.
- Ensure proper storage and care for drugs according to internal Quality Standards.
- Maintain accurate clinic inventory records.
- Ensure clinic cleanliness and proper waste management according to Clinic Operations Procedures.
- Manage and provide Anti-Retroviral (ARV) services, including counseling, HIV testing, issuing ARVs, and scheduling refills.
- Supervise clinic staff and organize work schedules to ensure continuous service availability to members of staff.
- Manage medical examinations for food handlers in liaison with the Safety Team.
- Conduct Safety Talks in liaison with the Safety Team as per approved schedules.
- Prepare monthly clinical operations reports with analysis of health issues and industrial risks.
- Maintain proper clinic records and filing systems.
- Ensure proper clinic waste management as defined in the Clinic Operations Procedure.
- Ensure all major cases or illnesses are referred to major hospitals.
- Conduct examinations, diagnosis and offer medical advice to employees.
- Ensure timely renewal of clinic certification with the Medical Council of Malawi.

### Qualifications

The ideal candidates should have, at least the following qualifications and experience:

- Diploma in Clinical Medicine obtained from an accredited institution.
- At least 3 years' experience in a similar role in a busy industrial set up or medical environment.
- Must be registered with Medical Council of Malawi.

### Key Competencies

- Good interpersonal communication skills both oral and written
- Ability to conduct basic medical assessments (vital signs, first aid, triage)
- Knowledge of medical emergency protocols and drills.

- Ability to maintain proper drug records
- Ability to keep confidential information.

**Job Benefits****Mode of Application**

Those interested and are meeting the above requirements should send their application letters, copies of certificates, including a detailed CV with at least three traceable referees, to:

[malawirecruitment@castel-afrique.com](mailto:malawirecruitment@castel-afrique.com) OR,

The Human Resources Director,

Castel Malawi Limited,

PO Box 406,

**BLANTYRE.**

The closing date for receiving applications is **Monday 13<sup>th</sup> April 2026**, at 5 pm.

Only shortlisted candidates will be acknowledged.

***Castel Malawi Limited is an equal-opportunity employer; as such, females are encouraged to apply.***