

# Austin Health Position Description



## Position Title:

Classification:	Medical Laboratory Technician (Grade 1)
Business Unit/ Department:	Microbiology
Work location:	Austin Health <input checked="" type="checkbox"/> Heidelberg Repatriation <input type="checkbox"/> Royal Talbot <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026
Employment Type:	Fixed-Term Full-Time
Hours per week:	40
Reports to:	Laboratory Manager
Direct Reports:	Nil
Financial management:	Budget: Nil
Date:	December 2023

## About Austin Health

Austin Health is one of Victoria's largest health care providers. We deliver services for patients across four main sites in Melbourne, in locations across our community, in people's homes, and within regional hospitals across Victoria. We are an internationally recognised leader in clinical teaching, training and research, with numerous university and research institute affiliations.

We employ approximately 9,500 staff and are known for our specialist work in cancer, infectious diseases, obesity, sleep medicine, intensive care medicine, neurology, endocrinology, mental health and rehabilitation.

Our vision is to shape the future through exceptional care, discovery and learning. This is supported by our values which define who we are, shape our culture and the behaviours of our people.

We aim to provide an inclusive culture where all staff can contribute to the best of their ability and strive to develop further. We recognise that our people are our greatest strength. We want them to thrive, be their best selves and feel engaged, safe and empowered. To achieve this, diversity and inclusion is essential to our culture and our values. You can view our current Diversity and Inclusion Plan [here](#).

## Position Purpose

Medical Laboratory Technicians in Microbiology are expected to be proficient in all areas of the laboratory with the ability to assist in providing a broad range of relevant laboratory services.

The expected competencies and scope of practice of this position is consistent with the 2009 Competency Based Standards and the Scope of Practice of the Workforce of the Pathology Laboratory (both documents produced by the Pathology Advisory Council). Commitment to further professional development is expected.

## About Microbiology

Microbiology utilises state of the art automation and technologies as well conventional manual methodology to generate clinically valuable information for diagnosis and treatment of infections.

## Purpose and Accountabilities

### Role Specific:

- Demonstrate knowledge in principles of laboratory Microbiology, Bacteriology, Mycobacteriology, Mycology and Infection Control.
- Participate in the development and use of new technologies including Kiestra WCA, MALDI-ToF MS, antimicrobial resistance testing and molecular diagnostics.
- Provide basic technical advice on Microbiology principles to staff.
- Train and supervise technical staff as required
- Work with the senior scientists/in-charge to develop training and competency assessments for technical staff
- Process all specimen types both on automated system (Kiestra, Urine analyser, Blood culture or other) and manually.
- Demonstrate analytical problem solving and corrective action implementation.
- Adhere to documentation and management of operating procedures and methods in accordance with both the Austin Pathology Quality System and accreditation requirements.
- Participate in R&D projects, including presentation / publication of results
- Manage reagents, consumables and other inventory, to ensure provision of service with regard to budgetary constraints.
- Maintain training, performance and competency levels with respect to documented laboratory methods, procedures and policies.
- Attend, and participate in, continuing education programs within Microbiology.
- Review processes using lean principles to ensure continual improvement of service provision and efficiency in all aspects of the Microbiology laboratory.
- Assist with the maintenance and quality control of various automated systems and equipment across the laboratory
- Perform quality control testing and documentation

- Prepare laboratory media and maintain and perform the various stains used within the laboratory
- Decontaminate, prepare and sterilise of laboratory equipment including glassware, reagents.
- Decontaminate and dispose of laboratory waste
- Maintain a clean laboratory work area
- Perform all duties as outlined in the Laboratory Technician's/Assistant's duties lists
- Available to participate in a 24/7 roster as required, including participation in weekday, weeknight, overnight, weekend and public holiday rosters

#### **All Employees:**

- Comply with Austin Health [policies & procedures](#) as amended from time to time
- Comply with the Code of Conduct and uphold our values, and diversity and inclusion commitments
- Maintain a safe working environment for yourself, colleagues and members of the public. Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself
- Comply with the principals of patient centred care
- Comply with Austin Health mandatory training and continuing professional development requirements
- Work across multiple sites as per work requirements and/or directed by management

## **Selection Criteria**

#### **Essential Knowledge and skills:**

- Commitment to Austin Health values: Integrity, Accountability, Respect and Excellence.
- Relevant qualification, demonstrable Microbiology knowledge and experience processing specimens in Microbiology (preferably Medical Microbiology) Laboratory.
- Ability to work both independently, and in a team environment with good interpersonal and communication skills.
- Demonstrable time management skills with an ability to prioritise and cope with stressful and emergency situations.
- Ability to cope with change.
- Competent using a range of relevant computer software.

#### **Desirable but not essential:**

- Experienced using Auslab LIMS
- Experience operating Microbiology Laboratory Automation (eg Kiestra WCA, MALDI-TOF, Urine analyser, Blood culture system, Vitek antibiotic susceptibility test set-up, BDMAX PCR, GeneXpert PCR etc)
- Experience preparing microbiological media
- Commitment to further professional development including APACE registration and membership of relevant professional societies

## General Information

### Austin Health is a Child Safe Environment

Austin Health is committed to child safety. We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

### Equal Opportunity Employer

We welcome applications from Aboriginal and Torres Strait Islander people. For any support throughout the recruitment process or further information about working at Austin Health, please follow this link to Aboriginal Employment on our [website](#)

## Document Review Agreement

<b>Manager Signature</b>	
<b>Employee Signature</b>	
<b>Date</b>	