

# Position Description

## Anatomical Pathology Medical Laboratory Technician - Grade 1

<b>Classification:</b>	BU1 - BU8
<b>Business unit/department:</b>	Anatomical Pathology
<b>Work location:</b>	Austin Hospital <input type="checkbox"/> Heidelberg Repatriation Hospital <input checked="" type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
<b>Agreement:</b>	Victorian Public Health Sector (Health and Allied Services, Managers and Administrative Officers) (Single Interest Employers) Enterprise Agreement 2021-2025
	Choose an item.
	Choose an item.
<b>Employment type:</b>	Parental Leave Cover
<b>Hours per week:</b>	16-24
<b>Reports to:</b>	Anatomical Pathology Principal Scientist
<b>Date:</b>	October 2025

Austin Health acknowledges the Traditional Custodians of the land on which Austin Health operates, the Wurundjeri People of the Kulin Nation. We pay our respects to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.

### Position purpose

A Grade 1 medical laboratory technician may work within the three disciplines of Anatomical Pathology, namely Histology, Cytology or Mortuary or a combination of the three disciplines. In Histology, the technician is expected to be able to demonstrate technical competence in embedding, microtomy, special staining, frozen sectioning, maintenance, IHC and specimen reception. In Cytology they are expected to demonstrate competence in Cytology preparation and FNA attendance. In Mortuary they are expected to demonstrated competence in deceased patient management and perinatal and adult autopsy techniques.

### About the Directorate/Division/Department

Austin Health Pathology is a dynamic and growing department within Austin Health, dedicated to delivering high-quality diagnostic services across metropolitan Melbourne and regional Victoria. We proudly support Austin Health, the Mercy Hospital for Women, and a wide network of GPs and specialists. We are currently expanding into the Hume and Loddon Mallee regions, strengthening our presence and accessibility in regional communities through a network of laboratories, collection centres and point-of-care services.

Our accredited laboratories provide a full range of diagnostic services—from routine testing to complex investigations—supported by expert advice and a strong commitment to research, education, and innovation. As a university teaching hospital, we offer rich opportunities for learning and collaboration. Our team contributes to formal education programs for students and actively participates in research, development, and clinical trials.

Our regional laboratories deliver core pathology services tailored to meet the needs of their local communities, with the backing and support of our main 24/7 laboratory at the Heidelberg campus, which offers a full suite of diagnostic capabilities including Anatomical Pathology, Biochemistry, Blood Transfusion, Haematology, Microbiology, and Molecular Diagnostics.

This period of growth marks a significant chapter for Austin Health Pathology. We are proud to be strengthening our services and continuing to advance diagnostic care across Victoria.

## Position responsibilities

- Histology - Perform routine technical duties including embedding, microtomy and frozen sectioning and IHC.
- Cytology - Specimen preparation of gynaecological and non-gynaecological samples and FNA attendance
- Mortuary - Deceased patient management including releases and viewings, perinatal and adult autopsies and POC for cremation and return to patient tissues.
- Basic operation including loading and unloading of automated IHC and Special staining instruments.
- Quality control and send out activities involving H&E and routine special stains.
- General laboratory tasks such as housekeeping, maintenance, filing, clerical activities, data entry and specimen transport duties.
- Keep records in accordance with NATA, HIC, NPAAC and other relevant guidelines.
- Other duties/responsibilities delegated by the Principal Scientist or Director of Anatomical Pathology.

## Selection criteria

### Essential skills and experience:

- A commitment to the Austin Health values
- Certificate or Associate Diploma Applied Science (Medical Laboratory) a Certificate, Diploma or Advanced Diploma in Laboratory Technology or Laboratory Operations, or equivalent.
- Demonstrated ability to perform tasks that involve manual dexterity.
- Good attention to detail
- Good communication skills.
- Demonstrated ability to cope with continuous change.
- A strong work ethic.
- Ability to prioritise and cope with stressful and emergency situations.
- Ability to work independently, with minimal supervision.

### Desirable but not essential:

- Experience in an Anatomical Pathology laboratory

## Professional qualifications and registration requirements



Our actions  
show we care



We bring  
our best



Together  
we achieve



We shape  
the future

Certificate or Associate Diploma Applied Science (Medical Laboratory) a Certificate, Diploma or Advanced Diploma in Laboratory Technology or Laboratory Operations, or equivalent.

## Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

## Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

## General information

### Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

### Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

### Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and



Our actions  
show we care



We bring  
our best



Together  
we achieve



We shape  
the future

commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



**Our actions  
show we care**



**We bring  
our best**



**Together  
we achieve**



**We shape  
the future**