

Position Description

Medical Scientist

Classification:	Medical Scientist [RX1-RX7 / Gr1Yr2 – Gr1YR7]
Business unit/department:	Tissue Bank within Anatomical Pathology
Work location:	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input checked="" type="checkbox"/> (VCB Metro Sites)
Agreement:	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Enterprise Agreement 2021-2025
Employment type:	Fixed-Term Part-Time
Contract End:	30-06-2027
Hours per week:	32 (3 days)
Reports to:	Tissue Bank Manager
Direct reports:	None
Financial management:	Budget: (Y8031) \$64,776 - \$91,785
Date:	16-02-2026

Austin Health acknowledge 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

We have an exciting opportunity for a Medical Scientist (Grade 1, Yr2) to join our team at Austin Health. The role is with the Austin Health Tissue Bank (a member of the Victorian Cancer Biobank) and works closely with the medical staff and the Department of Anatomical Pathology. This role is externally funded by Cancer Council Victoria.

Briefly, the person will be responsible for consenting patients, collection and processing of biospecimens, ensure the smooth running of the laboratory, develop and maintain quality control documentation and retrieve and prepare specimens for distribution to researchers. Travel to affiliated sites may be necessary.

About the Directorate/Division/Department

The **Victorian Cancer Biobank** (VCB) consortium provides a co-ordinated and integrated program that collects and distributes tissue samples to support cancer research in Victoria, Australia and throughout the world with the aim of delivering better clinical outcomes to people with cancer. Consortium consists of 6 members (within 3 Hubs) with Cancer Council Victoria as the lead agency. Biobank sites are located within the Austin and Eastern Health Hub, Monash Health Hub and the Parkville Hub (Melbourne Health & the Peter MacCallum Cancer Centre).

www.viccancerbiobank.org.au

Since operations commenced in 2006, more than 40,000 Victorians undergoing cancer and other surgery have donated blood and surplus tissue to the Biobank. Applications have been received from over 300 cancer research groups located within Australia and overseas and more than 450,000 biospecimens prepared from donated blood and tissues have been supplied with de-identified medical information.

The **VCB** is the largest open-source cancer biobank in Victoria collecting tissue and blood from donors at 26 public and private hospitals in metropolitan Melbourne.

Since November 12 2020, the [VCB consortium achieved international biobanking certification from the Canadian Tissue Repository Network](#) (CTRNet). CTRNet certification is an internationally recognised certification available to biobanks who successfully demonstrate operations that align with biobanking best practices. All VCB staff successfully completed biobanking best practice education modules and essential biobank processes/documents have been aligned towards international best practice standards.

Position responsibilities

- Obtaining patient consent by speaking to the patients directly, via telephone or through Hospital Medical Staff.
- Collect, process and store blood/tissues according to Tissue Bank Standard Operating Procedures.
- Collect, process and store/dispatch clinical trial blood/tissues according to Trial Protocols.
- Perform histological sectioning and other laboratory techniques as required.
- Collect, collate and enter data (including clinical annotation) into Open Specimen database and/or associated databases, including follow-up information.
- Use open Specimen Database locate and retrieve biospecimens.
- Prepare and distribute biospecimens and data to researchers.
- Liaise with clients to facilitate research project requests through distribution of biospecimens and data.
- Write Tissue Bank Standard Operating Procedures and User Manuals as required.
- Produce reports of blood/tissue inventory and usage for Tissue Bank Management Committee and Human Research Ethics Committee as required.
- Other duties as required.

Selection criteria

Essential skills and experience:

- A commitment to Austin Health values: Integrity, Accountability, Respect and Excellence.
- An undergraduate tertiary qualification in a biological science, nursing or allied health discipline.
- This position is **not** suitable for Masters and PhD. graduates.
- Minimum of 1-year experience as a Medical Scientist or Research Assistant in a related field.



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- Documented ability to work in Australia.
- The person should be independently motivated as well as have an ability to work in a team environment.
- Knowledge or basic understanding of research ethics involving human tissues
- Sound knowledge of Microsoft Word, Excel and Access and/or SQL database.
- Familiarity with SNOMED, ICD-10, ICD-O and other coding systems
- Attention to detail, including meticulous documentation and record keeping skills.
- Sound written communication skills.
- Sound laboratory skills and problem-solving ability.
- Ability to maintain confidentiality at all times.
- Ability to interact and communicate effectively with patients and multi-disciplinary medical, nursing and scientific staff.
- A flexible attitude, including the capacity to acquire new skills and multi-task.
- Ability to follow established methods and protocols.
- Some flexibility to allow rostering of patient consent process prior to surgery (7am – 3:30pm) and
- Some flexibility to allow occasional travel to Box Hill Hospital and Cancer Council Victoria, East Melbourne.

Desirable but not essential:

- A sound understanding of information technology including clinical systems, applications relevant to the Management of rostering and risk management reporting or as required for the role and/or department.
- Experience and proficiency in keyboarding and Computer skills.
- At least 1 years' experience in a research laboratory setting.
- Knowledge or experience in medical/translational research
- Experience with microtome and/or cryostat.
- Sound knowledge of medical databases, preferably Cerner and Trakcare.
- Familiarity with Open Specimen database.

Professional qualifications and registration requirements

- An undergraduate tertiary qualification in a biological science, nursing or allied health discipline.
- Minimum of 1-year experience as a Medical Scientist or Research Assistant in a related field.

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.



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- 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 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.



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