

Position Description

Medical Scientist Grade 1

Classification:	RX1-RX7
Business unit/department:	Haematology & Transfusion
Work location:	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Enterprise Agreement 2021-2025
Employment type:	Part-Time
Hours per week:	30
Reports to:	Principal Scientist Haematology
Direct reports:	None
Financial management:	Budget: N/A
Date:	August 2025

Position purpose

A Medical Scientist in haematology is expected to apply scientific and technical knowledge to perform various laboratory tests to aid clinical diagnosis, treatment and monitoring of various disease states. The role requires independent operation in accordance with documented protocols to ensure the delivery of accurate and timely results that support clinical decision-making.

The Grade 1 Medical Scientist is responsible for operating and maintaining automated laboratory equipment, including calibration, maintenance, and quality control procedures.

About the Directorate/Division/Department

Austin Health Pathology is a department of Austin Health which provides service to not only Austin Health and the co-located Mercy Hospital for Women, but also to numerous GPs and Specialists in the metropolitan and regional community.

Austin Health Pathology is currently expanding into the Hume, Loddon Mallee and Goulburn Valley areas of regional Victoria, with laboratories in Shepparton, Mildura, Echuca and Swan Hill, and a point-of-care network including Castlemaine, Kerang, Kyneton, Seymour, Cohuna and Kyabram.

Austin Health Pathology is committed to providing high quality patient care through routine and complex diagnostic services, expert advice and support for teaching and research.

Position responsibilities

- Perform, read and interpret laboratory procedures, tests and assays
- Operate and maintain laboratory equipment as per laboratory procedures; including but not limited to validation, verification, calibration, preventative maintenance, safety protocols and Quality Control
- Participate in external Quality Assurance Programs
- Comply with Pathology Quality Management; including, but not limited to, reporting of Quality Incidents and Quality Improvements, document acknowledgement
- Maintain training and competency levels in accordance with documented laboratory methods, procedures and policies
- Participate in the training and education of scientific and technical staff
- Maintain relevant scientific and technological knowledge and skills, including attendance at relevant seminars, lectures and conferences and monitoring relevant scientific literature
- Assist in the preparation and maintenance of documentation required in the laboratory for methods, procedures and processes
- Be aware of, and comply with, NPAAC and NATA standards and other relevant standards and guidelines
- Participate in shift and on-call roster(s) as per relevant department(s)
- Other duties as required by Senior Scientist, Laboratory Manager, Principal Scientist, Operational Manager or Medical Consultant

Selection criteria

Essential skills and experience:

- Ability to work independently with minimal supervision, and collaboratively as part of a team.
- Ability to prioritise and to cope with stressful and emergency situations
- Ability to cope with continuous change
- Strong attention to detail and commitment to accuracy
- Effective communication and interpersonal skills
- Knowledge of workplace health and safety and infection control protocols
- Commitment to professional development and continuous improvement
- Professional approach to enhancing patient care and the provision of pathology services.
- Use of Microsoft Office, and other IT systems
- Knowledge of Quality Control and Quality Assurance processes
- Knowledge of the Accreditation requirements in a medical laboratory
- Ability to recognise and take appropriate action in response to critical or unexpected results and communicate effectively with Pathologists



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Desirable but not essential:

- Haematology experience / background in morphology
- Experienced in transfusion manual and automated testing

Professional qualifications and registration requirements

- Bachelor of Laboratory Medicine degree, or alternative/equivalent science degree recognised by AIMS, AACB, AAM or ASC

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 the 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



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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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