

Position Description

Medical Scientist Grade 4

Classification:	RZ5-7
Business unit/department:	Haematology –Cellular Therapies and Flow Cytometry
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:	Full-Time
Hours per week:	38 + ADO
Reports to:	Principal Scientist Haematology
Direct reports:	None
Financial management:	Budget: N/A
Date:	February 2026

Position purpose

The Grade 4 Medical Scientist is a senior scientific professional responsible for leading and supervising the scientific operations in the Cellular Therapies and the Flow Cytometry laboratories.

The position requires advanced expertise, leadership and strategic oversight to ensure high-quality diagnostic services and continuous improvement in pathology practice.

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 Bendigo, 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

- Organise and supervise the scientific work of both Cellular Therapies and Flow Cytometry laboratories, ensuring compliance with regulatory standards and best practices.
- Lead specialised scientific projects and research and development initiatives that drive innovation and service enhancement, while enabling participation in clinical trials across the Flow Cytometry and Cellular Therapies laboratories.
- Oversee quality assurance programs, including internal audits, external quality assessments, and accreditation readiness.
- Mentor and support junior scientists and technical staff, fostering a culture of learning and professional development.
- Collaborate with clinical teams, external partners, and stakeholders to ensure integrated and responsive pathology services.
- Contribute to strategic planning, policy development, and service expansion initiatives.
- Actively contribute to research and clinical trials in the department.
- Maintain accurate documentation of scientific activities, including research protocols, validation reports, and operational records.
- Perform diagnostic testing across within the flow cytometry department in accordance with documented procedures.
- Perform the processing and cryopreservation of haemopoietic stem cell collections
- Perform post-cryopreservation quality control tests to assess viability
- Operate, maintain, and calibrate laboratory equipment to ensure optimal performance and reliability.
- Conduct quality control (QC) procedures on all equipment and assays, ensuring compliance with documented protocols.
- Validate test results with attention to clinically acceptable turnaround times and escalate any anomalies or concerns.
- Communicate results to clients and clinical teams in accordance with established procedures and confidentiality standards.
- Ensure pathology service key performance indicators (KPIs) for turnaround time are consistently met.
- Participate in rotating and on-call rosters to support continuous laboratory operations.
- Troubleshoot any instrument malfunctions, QC failures, or other technical issues promptly.
- Participate in the department's documented training policy, ensuring all training activities are recorded appropriately.
- Maintain accurate and timely documentation of all laboratory activities, including test records, QC logs, and maintenance reports.
- Apply discipline-specific expertise to ensure testing is performed to the highest standards of precision and reliability.
- Provide supervision and mentorship to Grade 1-3 Medical Scientists and other laboratory staff.



Our actions
show we care



We bring
our best



Together
we achieve



We shape
the future

- Develop, organise and supervise effective collaborative working relationships with Grade 3 Medical Scientists to enhance workflow, teamwork, and closer collaboration across teams.
- Participate in validation of new testing protocols or instrumentation.
- Other duties as required by Senior Scientist, Principal Scientist, Operational Manager or Medical Consultant

Selection criteria

Essential skills and experience:

- At least 10 years' experience across Cellular Therapies and diagnostic Flow Cytometry laboratories
- Experience working in a Foundation for the Accreditation of Cellular Therapy (FACT) accredited Cellular Therapies lab
- Experience performing Minimal Residual Disease (MRD) testing by flow cytometry
- Experience introducing and validating new testing / processing procedures
- Strong leadership skills
- Demonstrated experience in team leadership, including a proven ability to harmonise teams and build collaborative working relationships.
- Commitment to continued professional development within the fields of Cellular Therapies and Flow Cytometry

Desirable but not essential:

- Use of the Beckman Coulter DxFLX
- Background in haematology
- AIMS Fellowship or equivalent in Cellular Therapies or Flow Cytometry

Professional qualifications and registration requirements

- Bachelor of Laboratory Medicine degree, or alternative/equivalent science degree
- Masters degree of relevant field of science



Our actions
show we care



We bring
our best



Together
we achieve



We shape
the future

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 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