

# Position Description

## Medical Laboratory Technician Grade 1

<b>Classification:</b>	Grade 1: BU1 – BU8
<b>Business unit/department:</b>	Microbiology
<b>Work location:</b>	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)
<b>Agreement:</b>	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
<b>Employment type:</b>	Full-Time
<b>Hours per week:</b>	40 (38 +ADO)
<b>Reports to:</b>	Laboratory Manager
<b>Direct reports:</b>	N/A
<b>Financial management:</b>	N/A

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

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 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

### 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



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- Perform quality control testing and documentation
- Prepare laboratory media and maintain and perform the various stains used within the laboratory
- Decontaminate, prepare and sterilize 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 skills and experience:

- 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 prioritize 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



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## 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



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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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