



**The Royal
Melbourne
Hospital**

Advancing health for everyone, everyday.

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

**Medical Scientist – Grade 1/ 2
Haematology Laboratory**

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We're here when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing.

Advancing health for everyone, every day.

True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

1. Be a great place to work and a great place to receive care
2. Grow our Home First approach
3. Realise the potential of the Melbourne Biomedical Precinct
4. Become a digital health service
5. Strive for sustainability

Victorian Department of Health has endorsed the initiative to restructure existing public pathology by bringing together laboratories into pathology networks operating under a lead health service. Pathology services from the Royal Melbourne Hospital, Peter MacCallum Cancer Centre, the Royal Women's Hospital and the Royal Children's Hospital will transition to a single pathology service. This creates an exciting opportunity to strengthen the scope, scale and reach of pathology services across the Parkville precinct to benefit all Victorians. This role will be part of the new centre of excellence that will be led by Melbourne Health.

Major responsibilities include:

- Performs tests within laboratory as assigned by supervising principal scientist, grade 4 scientist or grade 3 scientists in a scientifically acceptable and professional manner
- Perform tests- all the necessary steps to produce results, assessing the reliability of the results by standard control system and authorising the release of the results to requesting clinicians, within the haematology laboratory as assigned by the supervising principal scientist, grade 4 or grade 3 scientist in a successfully acceptable and professional manner
- Performs regular maintenance checks on analysers as detailed in laboratory procedures
- Provides high quality, accurate and timely results
- Prioritises work according to clinical urgency
- Adherence to SOPs
- Comply with NATA requirements as required for Pathology accreditation and by Melbourne Health Pathology Management with regard to timeliness, cost and quality.
- Participate and remain competent in all scientific duties and procedures in the laboratory
- Ability to take accountability and reasonable care to provide a safe working environment within the area of responsibility and ensure compliance with OH&S, anti-discrimination, equal opportunity & other legislative requirements.
- Assist in troubleshooting problems occurring in the laboratory, including instrumentation, and records and communicates the information clearly
- scientists will rotate between the sections of the laboratories and, within each, between benches and time frames, which includes evening shift, night shift and weekend rosters
- All grade 1/ 2 scientists are required to participate in out of hours and / or on-call roster

- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- Ability to work in a responsible and efficient manner and to manage competing priorities to meet deadlines.
- Display initiative, problem solving and analytical skills including an ability to apply established principles in a pathology laboratory and investigate and resolve general and complex issues within the laboratory environment.
- Comply with MH privacy legislation
- Participate in laboratory presentations within the Haematology Department.
- Monitor performance of tests in regard to accuracy of the results and conformance to the required time frame.
- Contribute to maintain a professional working environment
- Rotate to areas within the haematology and transfusion laboratories and participate in evening shift, night shift and weekend rosters, including the on-call roster.
- Ensure direct reports receive regular feedback and participate in annual discussions.
- Contribute to organisation-wide and service/division initiatives and planning activities.
- Acceptable reports on the performance of tests in regard to accuracy of the results and conformance to the required time frame.
- Provide support to colleagues in the wider haematology service when required
- Be collaborative, proactive and participate in wider service improvement and planning initiatives
- Other duties as directed by the Grade 3, Grade 4, or Principal Scientist
- Ability to manage workflow and workload with available resources
- Display time management skills
- Delegate and seeks support when necessary
- Participate in internal and external QAP
- Ensure the completion of allocated quality activities
- Participate in the development of new tests and instruments within haematology at the direction of the senior scientists

Internal

- ## External

- Clinical staff
- Other hospital staff
- Clients and customers

Formal Qualifications:

- ### Essential:

- Desirable:

- ## KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Medical Scientist – Grade 1/ 2 Haematology Laboratory | Access Critical Care and Investigative Services | March 2026 6/7

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
- Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
- Deliver Safe, Timely, Equitable, Person-centred Care (STEP) in line with our clinical governance framework.
- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.

- **Equity, Inclusion, Belonging and Safety**
 - As a leader in healthcare, we recognise the need to foster a culture of equity, inclusion, and belonging — safe spaces where every individual is empowered to be their authentic self, contributing meaningfully to the collective well-being of our community.
- **First Nations Commitment**
 - We acknowledge and pay our respects to the Traditional Owners of the lands on which we work and stand in solidarity with Aboriginal and Torres Strait Islander peoples. We are committed to creating a culturally safe environment that honours First Nations voices, knowledge, and self-determination through inclusive governance, respectful policies, and a steadfast commitment to anti-racism. The Royal Melbourne aspires to lead by example in addressing the injustices of colonisation and its ongoing impacts.
- **Child Safe Standards**
 - RMH is a child safe organisation. We are dedicated to fostering an environment that respects and upholds the rights of children and young people, in line with the Child Safe Standards. We actively embed these standards in our culture, policies, and practices, ensuring that the safety and wellbeing of children and young people is a central priority.
- **Equal Opportunity and Accessibility**
 - We are proud to be an equal opportunity employer that champions diversity in all its forms. We value the strengths and perspectives that come from people of all backgrounds, identities, abilities, and lived experiences. We encourage applicants from all communities, and we will provide reasonable adjustments to support equitable participation.
- **Thriving Together**
 - Together, we are committed to fostering an environment where everyone feels respected, safe, and empowered to thrive.

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Date _____