

The Faculty of Health is seeking a qualified and motivated person with initiative, excellent organisational, interpersonal and communication skills to provide technical support for teaching activities.

<b>Position Title:</b>	<b>Histopathology Scientist / Technician</b>
<b>Reference:</b>	<b>15591</b>
<b>Closes:</b>	<b>7 January 2016</b>
<b>Organisational Area:</b>	Technical Services Faculty of Health
<b>Campus:</b>	Gardens Point
<b>Salary Range/Classification:</b>	\$62 256 to \$70 218 pa (HEW5)
<b>Plus Superannuation:</b>	17% employer contribution
<b>Status:</b>	Ongoing, full-time
<b>Contact:</b>	Deanne Mitchell Biosciences Coordinator (07) 3138 3763
<b>HR Contact:</b>	Katie Richardson HR Advisor (07) 3138 4149
<b>Open to:</b>	Australian or New Zealand citizens or Australian permanent residents. Australian Aboriginal and Torres Strait Islander people are encouraged to apply

**When applying for this position we encourage you to upload your response to the selection criteria.**

### **Real World Capabilities**

To deliver on QUT's global, collaborative and connected vision requires a workforce that embodies the following capabilities:

- Agility and openness to change
- Connectivity and collaboration (intra and inter-disciplinary)
- Cultural inclusion
- Digital literacy
- Future-focused thinking (strategic, innovative & design and entrepreneurial)
- Global in intent and research
- Leadership of strategy, action and others
- Performance and resource management

### **DUTY STATEMENT**

#### **Background**

The Faculty of Health is located primarily at QUT's Kelvin Grove and Gardens Point campuses. It comprises seven Schools:

- School of Exercise and Nutrition Sciences
- School of Nursing
- School of Optometry and Vision Science
- School of Public Health and Social Work
- School of Psychology and Counselling
- School of Clinical Sciences
- School of Biomedical Sciences

The Faculty is committed to building its national and international reputation and expanding its research, teaching and innovation profile. The Faculty offers a full range of academic study programs from non-award courses through to research doctorates, including international study options. Further information on the Faculty of Health can be reviewed on its website at <http://www.hlth.qut.edu.au/>

### **Purpose of Position**

The Histopathology Scientist / Technician provides technical expertise within a professional technical team principally in support of the undergraduate teaching programs in the Histopathology laboratory. It is a requirement of this position that up to 40% of time will be allocated to support in other areas of Biomedical Science. The role is responsible for the effective, safe and sustainable operation of a range of laboratory facilities, specialist equipment and/or relevant field based activities.

The role requires significant discipline specific knowledge to engage with and provide high quality technical support to academic staff and students within Histopathology and more broadly across Biomedical sciences preferably in the areas of Anatomy and Physiology.

The incumbent will maintain awareness of current and emerging support requirements and will contribute to the continuous improvement of technical services.

A strong emphasis is placed on positive teamwork, pro-active teaching support, accurate record keeping and effective time management and communication skills and maintaining health and safety standards.

### **Organisational Relationships**

The Histopathology Scientist / Technician reports to the Histopathology Scientist for PPR-PS (Performance Planning and Review for Professional Staff), workload management and guidance. The incumbent plays an essential role within the Technical Services team and will collaborate with other technical staff to provide an integrated and highly responsive support service.

The incumbent is required to develop effective working relationships with academic staff and actively participate in the relevant School communities within the Faculty. The incumbent will work collaboratively with colleagues across the Faculty and University.

All staff in the Faculty are expected to contribute to work across the Faculty and participate in cross-function project teams.

### **Duties include:**

#### *Technical Support*

- Deliver customer focused technical support for practical teaching and research activities principally in Histopathology and more broadly in biomedical science. Provide high quality, efficient, timely and professional service to staff, students and other stakeholders.
- Liaise with academic stakeholders on specific requirements for their teaching or research work and provide discipline specific technical advice regarding, equipment, materials and facilities support.
- Prepare resources required for teaching of Histopathology classes including chemical reagents and staining solutions paraffinised tissue blocks and tissue sections, frozen section slides, immunohistochemistry and in situ hybridisation. Travel to off campus locations may be required for the collection of materials.
- Prepare resources required for teaching of Anatomy and Physiology. There may involve exposure to human cadaveric material and animal tissues.
- Maintain and prepare relevant equipment and materials to enable effective operation of teaching activities including equipment (i.e. tissue processor, embedding machine, microtome and cryostat to produce quality paraffinised tissue blocks and slides and frozen tissue sections for use in Histopathology classes).
- Actively engage with other technical staff and actively participate in cross-functional teams to provide an integrated and highly responsive technical support service.
- Participate in laboratory events, visits and community engagement activities.

- Actively engage in opportunities for professional development work area goal setting and rotation through other roles.

#### *Equipment and Infrastructure*

- Contribute to the development and maintenance of supported facilities and equipment to achieve high levels of functionality in collaboration with relevant academic staff.
- Maintain laboratory consumables, providing logistics support, fault finding and rectification and participate in relevant asset management procedures.
- Engage in relevant industry forums, communities and development activities to maintain awareness of emerging technology trends and their effective application.

#### *Continuous Improvement*

- Contribute to a positive and supportive team environment through the use of effective communication, facilitate information sharing between staff and actively participate within supported academic communities.
- Engage proactively and productively with other members of the Technical Services team and assist the Senior Technician - Histopathology with relevant planning processes.
- Maintain a broad awareness of the technical capabilities across the Technical Services team and proactively guide clients to the appropriate resources or solutions to achieve agreed outcomes.
- Contribute to the continuous improvement of the Technical Services team by reviewing work processes to enable a shift to best practice in the delivery of technical services.

#### *Health and Safety*

- Proactively implement and adhere to the University's health, safety and environment policies and procedures and the obligations defined by the Work Health and Safety legislation.
- Maintain accurate records as required by policies, for example, maintenance, health and safety, chemical and asset registers. Update manuals and protocols as required to ensure currency of information.
- Dispose of laboratory waste materials according to standard operating procedures.
- Maintain equipment in safe working order.

The Technician may be required to undertake additional on the job training which may include training for:

- Nominated scientific/laboratory equipment
- First aid
- Fire warden (building/floor warden) (QUT role)
- Health, safety and environment adviser (QUT role)

## **SELECTION CRITERIA**

### **Essential:**

1. Education, training and/or relevant experience equivalent to a degree in a discipline relevant to the position; or completion of an Associate Diploma level qualification with at least 2 years subsequent experience relevant to the role.
2. Demonstrated ability to operate embedding and microtomy equipment, including the ability to disassemble and assemble equipment for maintenance purposes.
3. Demonstrated ability to accurately review and interpret instructions, often of a conceptual nature and to develop new equipment and/or new experiments; to maintain and repair equipment and apparatus and to relate specialist knowledge.
4. Well-developed problem solving skills with demonstrated ability to apply sound reasoning and judgement in the effective resolution of work issues.
5. Well-developed interpersonal skills with demonstrated ability to communicate effectively with a range of people across diverse equity groups (include those whose first language is other than English) in the pursuit of service excellence.

6. Well-developed organisational skills with demonstrated ability to effectively organise and prioritise work in order to meet deadlines and competing priorities without compromising quality in a technical environment.
7. Demonstrated ability to safely handle, store and dispose of hazardous materials.
8. Demonstrated ability to work effectively as part of a large team to achieve team based outcomes and to encourage client focus in other staff members.

**Desirable:**

1. Possession of a current Queensland class 'C' drivers licence.
2. Experience in a multidisciplinary laboratory.