

Position Description

Position title	Medical Scientist Grade 1 - Immunology
Department / Division	Division of Ambulatory Services / Laboratory Services
Classification	Grade 1 Year 1 – Grade 1 Year 7 RX1 – RX7
Position reports to	Operational: Scientist in charge – Immunology Lab Professional:
No. of direct & indirect reports	N/A
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category C - works in a non-clinical setting, non-patient facing setting and only attends clinical areas infrequently

The Royal Children's Hospital

The Royal Children's Hospital's (RCH) vision is *a world where all kids thrive*.

RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.

RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria. Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.

We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <https://www.rch.org.au/quality/child-safety/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at www.rch.org.au

ROLE CONTEXT

The Immunology Laboratory within the department of Laboratory Services provides a comprehensive, high quality diagnostic immunology service to both the Royal Children's Hospital and the Royal Women's Hospital as well as a

reference laboratory for the diagnosis of Primary Immune Deficiency disorders (PID) for the eastern states of Australia.

ROLE PURPOSE

The Grade 1 Scientist in Immunology is responsible for performing routine diagnostic immunology testing within the Immunology laboratory, as well as other duties required for maintaining an accredited diagnostic laboratory including maintenance of instrumentation and equipment, reagent ordering, quality control testing, and other duties as directed by the scientist in charge and senior scientists.

KEY ACCOUNTABILITIES

- Perform diagnostic laboratory tests, interpret, action and validate results as documented
- Contribute to consistently meet benchmark Turn Around Times (TATs) established for the laboratory
- Perform quality control testing, interpret data and follow-up non-conformances as documented
- Participate in Quality Assurance Programmes as directed
- Perform preventative maintenance of Immunology equipment as directed
- Identify, troubleshoot and report to senior staff, any instrument malfunction
- As directed maintain consumables stock to ensure continuity of testing
- Complete training and competency programmes within specified timeframes as identified at annual performance review and as required
- Actively participate in continuing education and professional development (CEPD) programmes
- Understand and work in accordance with hospital Occupational Health and Safety policies
- Participate in quality improvement processes using the 'OFI' and 'VHIMS' reporting systems in accordance with the Quality Management System
- Participate in research and development projects under the direction of the Scientist in charge.

QUALIFICATIONS AND EXPERIENCE

Essential:

- Bachelor of Applied Science (Medical Laboratory Science), or equivalent
- Postgraduate professional experience working in a diagnostic immunology laboratory

Desirable:

- Major in Immunology during undergraduate / postgraduate degree is highly desirable
- Previous experience using Medipath Laboratory Information System
- Previous experience in performing autoimmune assays, allergy testing and flow cytometry

KEY SELECTION CRITERIA

- Demonstrated technical competency of Immunology diagnostic procedures including: Immunofluorescence, ELISA and flow cytometry
- Demonstrated experience in the operation and maintenance of Immunology instrumentation
- Demonstrable current general knowledge in Immunology with particular reference to the analyses performed by this Laboratory

- Demonstrated commitment to professional development
- Well-developed interpersonal skills with the ability to work individually and as an effective team member
- Professional manner in interaction with work colleagues and internal and external clients
- Demonstrated ability to prioritise, multitask and cope with busy workload
- Demonstrable ability to use common computer software

Key Attributes:

- Have a positive and flexible approach to a busy workload with time management and prioritising skills
- Commitment to further professional development
- A professional demeanour in the workplace
- A strong, responsible work ethic

OTHER REQUIREMENTS

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

QUALITY, SAFETY AND IMPROVEMENT



RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.

Position description last updated	Dec 2025
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