



JOB POSTING

Competition Number: OPSEU1006
Competition Opens:
Competition Closes: Sept. 19, 2010

Position Title: Senior Laboratory Technologist - Histology

Position Status: Full-time

Candidates Required: 1

Designation: None

Position Summary: The Senior Medical Laboratory Technologist is responsible to provide oversight to the daily operation of the department, including all aspects of daily technical and /or clinical laboratory procedures to ensure the highest quality of patient focused care from the department.

Position Requirements:

- CMLTO Registration required.
- Minimum of five years experience in Histology department
- Demonstrated ability to apply **leadership** principles to coordinate departmental staff activities in the day-to-day operation of the Laboratory Department.
- Demonstrated ability to perform position responsibilities which require precise attainment of strict limits, tolerances and standards and to make independent decisions to ensure optimal patient care and efficient operation of the department.
- Demonstrated ability to effectively communicate with patients, physicians and other medical personnel in order to give and receive information or instructions, and to write clear and accurate technical reports.
- Must possess the physical capacity to perform departmental work.
- Knowledge of Meditech LIS would be an asset.
- Demonstrated ability to maintain successful working relationships; ability to meet and deal with people in a pleasant, professional, responsible and reassuring manner, both in person and on the telephone; tact, courtesy and alertness in public contacts.
- Personal attribute – self starter who has the ability to work well with frequent interruptions in a fast-paced laboratory setting. Highly developed organization skills and the ability to multitask.
- Demonstrates excellent customer relation skills and ability to work in a team based, multi-skilled service in accordance with the Hospital's mission statement.
- Committed to professional continuing education.
- Good attendance and positive work record.
- Bilingualism (French and English) would be considered an asset.

Position Responsibilities:

- The daily operation of the department, to include all aspects of daily technical and/or clinical laboratory procedures to ensure the highest quality of patient focused care. This includes fair and equitable distribution of workload and appropriate staffing levels.
- The preparation of reports as requested for statistics, budget analysis, staff scheduling and monitoring of the Business Plan.
- Attend Laboratory meetings, conduct departmental meetings, assigning a designate, as required. Contribute to the development of departmental philosophy, objectives, policies and procedures.
- Maintain a comprehensive working knowledge of all equipment and instruments used in assigned laboratory area. Organize and supervise all aspects of preventative maintenance and associated instrument checks. Maintain an up to date knowledge of current technology methodologies and initiatives.
- Establish, monitor and audit Quality Control and other Quality Assurance indicators.
- Experienced in all aspects of your department. Participate in laboratory work with particular attention given to the performance of advanced or difficult technical procedures. The expectation is that the Senior Technologist will spend 80% of their time performing bench work.
- Excellent communication and inter personal skills coupled with the ability to teach and motivate department personnel. Ensure all staff working in the department is properly oriented, trained and competent.
- Supervise and communicate with direct reports regarding matters of: personnel, policy, procedures, finance and budget.
- Responsible for the department manuals.
- Responsible for material management, while demonstrating fiscal responsibility.
- Review and follow-up Lab incidents. Determine, implement and monitor corrective action, when required.
- Assist with the development of in-service education programs for laboratory department, hospital employees and the Medical Staff, and theoretical and practical teaching, as required.
- Remain current in laboratory medicine and participate in available continuing education programs as required by the CMLTO.
- Will provide coverage for the Pathologist Assistant

Note: Because of the changing nature of the work and work to be done, other responsibilities and duties may be assigned and qualifications may be adjusted from time to time.

Safety: Workers must:

- Work in compliance with the Act and regulations.
- Use or wear any equipment, protective devices or clothing required by the employer.
- Report to the employer or supervisor any known missing or defective equipment or protective device that may be dangerous to himself, herself or another worker.
- Not remove or make ineffective any protective device required by regulations or his or her employer without providing an adequate temporary device and, when the need for using such a device has passed, replacing it immediately with the recommended device.
- Not use or operate any equipment, or work in any way that may endanger any worker.
- Not engage in any prank, contest, feat of strength, unnecessary running or rough and boisterous conduct.
- Report to the employer or supervisor any contravention of the Act or the regulations or the existence of any hazard.

Application Deadlines: Interested applicants are asked to submit their application and updated resume to the Human Resources Office. quoting competition OPSEU1006 or before midnight, Sunday, September 19th, 2010.