

## Role Profile

<b>Role Title</b>	<b>Senior Grade Clinical Scientist, Cancer Molecular Diagnostics laboratory</b>
<b>Purpose of the Role</b>	<p>To be part of the Cancer Molecular Diagnostics (CMD) laboratory team and participate in the delivery of an effective, efficient, quality assured and patient centred clinical molecular laboratory service.</p> <p>To provide support for the development of services embracing continuous quality improvement and the management of change necessary to achieve organisational objectives.</p>
<b>Department/Directorate</b>	<p><b>LabMed Directorate</b></p> <p>The Department of Laboratory Medicine encompasses a number of laboratory departments, including, Biochemistry, Haematology, Coagulation, Transfusion Medicine, Histopathology, Cytopathology, Immunology, Microbiology, IMRL, NMRSARL, Cancer Molecular Diagnostics, Cryobiology Stem Cell Facility, and Phlebotomy. The laboratory provides a clinical diagnostic service to St James' hospital, external hospitals throughout the country, and general practitioners and many laboratories are national and <i>de facto</i> Reference Laboratories for many specialities. In addition, the laboratory engages in clinical research and is actively involved in clinical audit and improvement.</p> <p>The ISO 15189 accredited Cancer Molecular Diagnostics (CMD) Laboratory in St James's Hospital is the only laboratory of its kind in this country dedicated to the molecular diagnosis of malignancy. The CMD laboratory provides a comprehensive molecular diagnostic service for haematological and solid malignancies in addition to ongoing monitoring of bone marrow engraftment and minimal residual disease.</p>
<b>Reports to:</b>	Chief Clinical Scientist, Principal Clinical Scientist
<b>Key Direct Reports</b>	Basic Grade Clinical Scientists, Molecular Laboratory Technicians, Medical Laboratory Aide
<b>Grade</b>	Senior Grade Clinical Scientist
<b>Salary Scale</b>	€77,236 - €106,969 (Inc 2x LSI's) (Pro Rata Per Contractual Hours Worked)
<b>Job Reference Number:</b>	001632
<b>Enquiries To:</b>	Chief Clinical Scientist, CMD laboratory
<b>Closing Date:</b>	<b>Monday, 27<sup>th</sup> October 2025</b>

## **Key Duties and Responsibilities**

### **General:**

- To participate in the development and direction of the CMD laboratory as directed by the Chief Clinical Scientist, Principal Clinical Scientist(s) and the Clinical Director(s) of the CMD laboratory.
- To deliver a clinical molecular service that meets international standards
- To participate in ensuring the proper and prompt handling and analysis of all human tissue (to include blood, bone marrow, fibroblasts etc.).
- To participate in producing timely results and analysis with appropriate attention to quality, speed and detail.
- Achieve and maintain high standards of professional practice at all times
- Develop a shared sense of commitment and participation among the staff in the development of the service
- To liaise with the Departments of Haematology, Histopathology and Medical Genetics (and other Departments where appropriate).
- To liaise with other Departments where appropriate and take a leadership role in the exploitation of new technology for service provision
- To liaise with medical staff on diagnostic issues and problems and attend at case conferences and MDT meetings to present the laboratory findings, as appropriate.
- To train and supervise junior staff members and encourage progression through qualification to FRCPath
- To deputise for the Principal Clinical Scientist(s) as directed.

### **Operations:**

(Key objectives will be set on an annual basis)

- To interpret results of molecular analysis to meet with international guidelines and to train junior staff members to be competent to do the same.
- To participate in method development and implementation of new techniques
- To ensure a safe working environment is maintained and safe working practices are complied with within the section in conjunction with the Chief Medical Scientist and Department Health & Safety Co-ordinator
- To participate in equipment selection in conjunction with the Chief Clinical Scientist and Laboratory Manager
- Participate in the staff development and individual performance review process (OSR)
- To perform such other duties appropriate to the office as may be assigned to him / her by Hospital Management
- To stimulate a Research and Development environment within the laboratory

### **Personnel Management:**

- To participate in the training of scientific staff, as well as new scientific and medical staff, with associated documentary and supervisory obligations.
- To contribute to and comply with departmental training and rotation plans to benefit the service and laboratory.
- To supervise, mentor and guide other grades as required e.g. clerical, laboratory assistants, laboratory technicians and undergraduate and postgraduate student (and associated projects)
- Participate in the recruitment, selection and promotion of staff where

relevant.

- Support and provide for staff development including participation in formal reviews, facilitating arrangements for training and actively promote continuous professional development.

### **Risk Management**

- Ensure all processes are risk assessed in accordance with the National Health and Safety Function and manage those risks, mitigating where possible or escalating if necessary
- Make necessary preparations to foresee service failures and plan contingency measures accordingly (such as those required by surges in service demand, power outages, problems with the computer systems, analyser downtime, implementing the Major Emergency Plan etc.)
- Handle feedback relating to the service as required, including responding appropriately to advisory notices from regulatory authorities

### **Safety, Health & Welfare at Work**

- Provide a safe working environment that is compliant with relevant Health and Safety legislation and with the Hospital Safety Statement, where staff are empowered to deliver the required service to the best of their ability
- Provide a working environment that stimulates and motivates staff and attracts and retains the best people
- Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role
- Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service

### **Quality Assurance:**

- To fully comply with the Quality Management System in a prompt and timely manner, and participate in ensuring proper audit, quality assurance and safety in the laboratory
- Achieve the implementation of modern standards of laboratory practice in operations and that regular monitoring is undertaken through audit.
- Maintain good collaborative working relationships and communications with appropriate statutory and professional organisations responsible for and/or participating in health care.
- Achieve adherence to all codes and guidelines relating to professional practice including the maintenance of Quality Assurance standards.
- Support of quality initiatives both internally and externally
- Achieve compliance with all legislation and EU Directives on Laboratory Quality and Safety and compliance with the Hospital's and Laboratory's quality and safety policies and procedures.
- To participate in the writing and reviewing of standard operating procedures and other laboratory documentation.
- To participate in the preparation of annual reports, management reviews and strategic reviews, and provide documentation as appropriate
- To ensure that all work is carried out to a high standard and to monitor and troubleshoot all internal and external quality control procedures

\* The above Role Profile is not intended to be a comprehensive list of all duties involved and consequently the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office. This Role Profile will be subject to review in the light of changing circumstances.

### **Academic/Professional Qualifications and/or relevant Experience**

#### **Required:**

Each candidate should hold, on the latest date for receiving completed application forms for the office:

- Honours Science Degree (to include Biochemistry, Molecular biology, genetics or biomedical science as main components)
- MSc qualification related to Molecular Genetics, Bioinformatics or Molecular Pathology
- One or more of the following:
  - PhD in a related area of study\*
  - DipRCPath
  - FRCPath
- At least five years' laboratory experience in a Clinical Molecular Pathology, Genetics or a directly related area

\* Note: A PhD may also be used to satisfy the MSc qualification requirement provided it is related to the designated areas of study for the MSc.

### **Technical/Clinical Competencies**

Please note for each of the required competencies below, you will be required to provide examples of your current level of knowledge, skill and/or experience for each of these under the **Application Questions** section of the application form.

Simply enter each of the below as a heading, and provide your knowledge, skills and experience in the corresponding numbered box under the **Application Questions** section of the application form.

#### **Required:**

1. Knowledge of the clinical and scientific area of molecular biology/ molecular technologies
2. Candidates must possess the required knowledge and ability (including a high standard of suitability for the proper discharge of all duties of the post).

#### **Desirable:**

- PhD postgraduate qualification in relevant discipline
- Molecular haematology or molecular pathology laboratory experience
- Knowledge of the ISO 15189 quality management system
- Specialist knowledge of next generation sequencing platforms
- Previous experience with Bioinformatics analysis (including commercial and/or open-source software tools), analysis and interpretation of sequencing data

**SJH Behavioural Competencies: *These competencies will be assessed in detail at the Interview stage. You are not required to include written examples of behavioural competencies on application form. However, during the interview, you will be required to provide examples of when you previously demonstrated these competencies.***

<b><u>Competency Required</u></b>	<b><u>Level Required</u></b>	<b><u>Appropriate Descriptors</u></b>
<b>Communication</b>	<b>3</b>	<ul style="list-style-type: none"> <li>• Adopts a range of communication techniques as appropriate to explain complex information</li> <li>• Facilitates two-way communication between conflicting parties</li> <li>• Delivers presentations to groups with confidence and credibility</li> </ul>
<b>Quality and Safety Service</b>	<b>3</b>	<ul style="list-style-type: none"> <li>• Empowers staff to provide quality of service; ensures regular quality audits are carried out and findings are actioned and followed through</li> <li>• Represents own department in seeking adequate and appropriate resources for service</li> <li>• Promotes and enables a culture of safety</li> <li>• Champion initiatives to improve quality of services</li> </ul>
<b>Leadership</b>	<b>3</b>	<ul style="list-style-type: none"> <li>• Challenges traditional assumptions and champions new initiatives</li> <li>• Inspires action in others and the achievement of the operational/change plan.</li> <li>• Takes ownership and leads by example</li> </ul>
<b>Planning and organising</b>	<b>3</b>	<ul style="list-style-type: none"> <li>• Develops operational plans and monitors performance and progress on achieving long and short-term goals</li> <li>• Is active in planning for and managing all resources vis a vis the service demands. Escalates expected gaps and shortfalls for remedial action</li> <li>• Delegates at the responsibility level</li> </ul>

#### **Proficiency in the English language**

A level of proficiency in the English language, written and spoken, is a requirement of all roles within St. James's Hospital. You will be required to self-assess your proficiency level in the Standard Application Form. **In addition, your proficiency in spoken English will be assessed during the interview process appropriate to the role available.**

#### **Particulars of Office**

1. The appointment to this post will be **Permanent, Part-Time & Pensionable.**
2. Annual Leave allowance is **29 days per annum.** (Pro Rata Per Contractual Hours Worked)
3. The person appointed must not give less than **one months' notice** in writing, of intention to resign.
4. Normal working hours will be **32 per week.**
5. You will be required to work the agreed roster / on call arrangements advised to you by your line manager. Your contracted hours of work are liable to change

between the hours of 8.00am - 8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement.

6. Incremental credit is normally granted on appointment, in respect of previous relevant experience in the Civil Service, local authorities, health service, public service bodies and other agreed relative experience

#### **General Conditions**

1. The Hospital Board will not be responsible for the loss or theft of personal belongings.
2. Fire orders must be observed and staff must complete fire training every 2 years.
3. All accidents within the department must be reported immediately.
4. In accordance with the "Safety, Health and Welfare at Work Act 2005", all staff must comply with all safety regulations.
5. St James's Hospital is a Tobacco Free Campus. The use of Tobacco or Electronic Cigarettes is not permitted within the Hospital Buildings or on the grounds.

#### **Confidentiality**

In the course of your employment, you may have access to or hear information concerning the medical or personal affairs of patients and/or staff, or other health services business. Such records and information are strictly confidential and unless acting on the instructions of an authorised officer, on no account must information concerning staff, patients or other health service business be divulged or discussed except in the performance of normal duty. In addition, records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

#### **Health:**

A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

#### **Infection Control & Hygiene**

It is the responsibility of all staff across the hospital to ensure that infection control and hygiene standards are adhered to and maintained at all times.

#### **Recruitment Process**

- Approval to Hire (VAF process)
- Hiring Manager – Role Profile
- Advertising
- Application Process (Online Application Form)
- Shortlisting of Candidates will be based on information provided on their Online Application Form
- Interview Process
- All applicants who move to the 2<sup>nd</sup> stage of the Selection process (i.e., post interview) will be subject to Reference Checking X 2, Self-Declaration, Garda Clearance and Occupational Health Screening (Questionnaire)
- In the event that we receive a large number of applications and while you may meet the eligibility requirements of the competition, it may be decided at shortlisting to reduce the numbers being invited to interview. An expert board will examine the application forms against pre-determined criteria based on the requirements of the position. This is not to suggest that other candidates are necessarily unsuitable or incapable of undertaking the job, rather that there are some candidates who, based on their application, appear to be better qualified and/or have more relevant experience. It is therefore in your own interest to provide a detailed and accurate account of your qualifications and experience on the application form.

**Application Procedure:**

To apply for this position please, please complete the relevant online application form, in full, no later than the closing date **Monday, 27<sup>th</sup> October 2025.**

*A panel may be formed from which future vacancies will be filled*

**St. James' Hospital is an Equal Opportunities Employer**

Centre for Laboratory Medicine and Molecular Pathology  
(LabMed Directorate) Organisational Structure

