

Position Description | Te whakaturanga ō mahi Health New Zealand | Te Whatu Ora

Title	Medical Laboratory Scientist – Technical Specialist Core Laboratory		
Reports to	Laboratory Manager		
Location	Te Nikau Hospital		
Department	Laboratory (Core Lab)		
Direct Reports	-	Total FTE	-
Budget Size	Opex	-	Capex
Delegated Authority	HR		Finance
Date	24/06/2026		
Job band (indicative)	Designated Band A		

About us

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations.
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well.
3. Everyone will have equal access to high quality emergency and specialist care when they need it.
4. Digital services will provide more people the care they need in their homes and communities.
5. Health and care workers will be valued and well-trained for the future health system.

Te Mauri o Rongo – The New Zealand Health Charter

The foundation for how we ensure our people are empowered, safe and supported while working to deliver a successful healthcare system, is Te Mauri o Rongo – the New Zealand Health Charter. It guides all of us as we work towards a healthcare system that is more responsive to the needs of, and accessible to all people in Aotearoa New Zealand.

It applies to everyone in our organisation and sits alongside our code of conduct as our guiding document.

Te Mauri o Rongo consists of four pou (pillars) within it, including:

Wairuatanga – working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

Rangatiratanga – as organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.

Whanaungatanga – we are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe.

Te Korowai Āhuru – a cloak which seeks to provide safety and comfort to the workforce.

These values underpin how we relate to each other as we serve our whānau and communities.

Together we will do this by:

- caring for the people
- recognising, supporting and valuing our people and the work we all do
- working together to design and deliver services, and
- defining the competencies and behaviours we expect from everyone.

About the role

The primary purpose of the role is to:

The Technical Specialist will provide the leadership of a laboratory section or subsection with the collection, receipt, registration, preparation, investigation and laboratory analysis of samples of human biological material to support patient diagnosis, management and treatment. The Medical laboratory Scientist will provide a service that is within their scope of practise as determined by the Medical Sciences Council.

Key Result Area	Expected Outcomes / Performance Indicators
Professional and Technical Leadership	<ul style="list-style-type: none"> • Provide strong technical leadership across relevant service areas. • Supervise, guide, and support staff to ensure high performance and accountability. • Actively participate in training programmes, including competency sign-off and onboarding of new staff. • Contribute technical expertise to recruitment processes. • Delegate tasks effectively to optimise team performance and workflow. • Support and monitor staff training and development plans. • Oversee SOP and document review in relevant areas. • Lead troubleshooting in designated areas and provide pre-engineering level support where required. • Foster and maintain strong working relationships with the Laboratory Manager and Technical Specialists to ensure coordinated, continuous service delivery to clients. • Undertakes scientific visits to CHL/ NZBS / other labs as required • Represents the West Coast lab at district / regional / national meetings as required

<p>Routine laboratory</p>	<ul style="list-style-type: none"> • Participates across all areas of the laboratory operations • Contribute to and support all areas of laboratory operations. • Performs a variety of duties in the laboratory, including collection, receipt, preparation, investigation and laboratory analysis of samples to support patient diagnosis, management and treatment. • Ensure the delivery of an efficient, well-organised laboratory service. • Ensure adherence to all laboratory techniques, methods, and protocols. • Demonstrate proficiency in the Laboratory Information System (LIS) for patient registration, data entry, and result access. • Act as a clinical escalation point for pathology review. • Ensure smooth daily operation of designated sections, including stock management and ordering of consumables. • Support the Laboratory Manager with IT and LIS-related requests. • Respond promptly and professionally to client enquiries. • Maintain effective relationships with local, national, and international laboratories. • Ensure delivery of accurate, high-quality test results. • Keep the Laboratory Manager informed of operational issues. • Perform basic troubleshooting of laboratory tests and equipment.
<p>CPD and professional development</p>	<ul style="list-style-type: none"> • Maintain competence within the Medical Laboratory Scientist (MLS) scope of practice. • Undertake relevant CPD activities to maintain Annual Practising Certificate (APC). • Actively participate in and contribute to staff training and development initiatives. • Together with Laboratory Manager, develops and maintains a conference / training plan for themselves
<p>Te Tiriti o Waitangi</p>	<ul style="list-style-type: none"> • Demonstrate commitment to Te Tiriti principles • Support equitable health outcomes for Māori and Pacific peoples • Promote culturally safe practices within the laboratory
<p>Client Service and Communication</p>	<ul style="list-style-type: none"> • Clients receive polite, courteous, and prompt responses to their requests or enquiries. • Client feedback is documented and notified to the Laboratory Manager at the earliest opportunity. • There is no discrimination in the standard of service to all staff and clients. • Offer accurate and informed advice on test interpretation to laboratory users
<p>Health & safety</p>	<ul style="list-style-type: none"> • Ensure all procedures are carried out in accordance with laboratory health and safety policies. • Support and sustain health and safety programmes and initiatives. • Ensure staff are informed of workplace hazards in an accessible and understandable manner. • Ensure all incidents are reported, investigated, and documented in line with policy requirements. • Ensure new staff receive comprehensive health and safety induction. • Collaborate with the Health & Safety Advisor and management on safety initiatives.

	<ul style="list-style-type: none"> • Conduct regular audits to monitor hazard controls and identify emerging risks.
Quality Assurance	<ul style="list-style-type: none"> • All tasks are carried out to standard laboratory procedures and policies. • Procedures 'out of control' are recognised and addressed appropriately • Manages the contribution and participation of all staff in departmental EQAP. • Adhere to quality timelines and audit schedules. • Actively participate in Quality Committee meetings • All the relevant written policies and procedures are developed, maintained and reviewed in accordance with the appropriate standard. • Participate in quality programmes and results reviewed. • Regular Pathologist contact and EQAP review.
Other	<ul style="list-style-type: none"> • Undertakes any other duties as reasonably directed by the Laboratory Manager

Matters which must be referred to the Lab Manager

- Any such activity that is outside of the Medical Science Councils scope of practise
- Any event that leads to the discontinuity of services
- Security or Quality breaches
- Any such activity that is outside of day to day operations and cannot be reasonably handled within designated authority.

Relationships

External	Internal
<ul style="list-style-type: none"> • Clients of Health New Zealand – Te Nikau Hospital Laboratory • Prospective new clients of Health New Zealand – Te Nikau Hospital • Company Representatives • Other Laboratories 	<ul style="list-style-type: none"> • Laboratory staff, Te Nikau Hospital • Staff of Canterbury Health Laboratories • Other staff of Health New Zealand • Clinical staff of Health New Zealand

About you – to succeed in this role

You will have	<p>Essential:</p> <ul style="list-style-type: none"> • Registration with the Medical Sciences Council of New Zealand as a Medical Laboratory Scientist and hold current APC. • The ability to maintain a high professional standard in line with the competence standards for MLS practitioners • Experience working within an IANZ accredited laboratory • Have a working knowledge of Laboratory Information Systems • Effective interpersonal skills • Able to maintain confidentiality and use discretion. • Able to work unsupervised and prioritise workloads. • Able to work cooperatively and efficiently to meet deadlines. • Possess effective interpersonal skills. • Be accountable and reliable.
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	<ul style="list-style-type: none"> • Have the ability to initiate and facilitate open communication with staff. • Be client focused and committed to quality outcomes. • Be committed to teamwork and have the ability to delegate, consult and build an effective work team. • Possess excellent organisation and time management skills. • Have the ability to supervise and train staff. • Be able to write and collate technical documents. <p>Be culturally sensitive, with an understanding of the Principles and Articles of the Treaty of Waitangi.</p> <p>Desired:</p> <ul style="list-style-type: none"> • A minimum of 5 years experience in a diagnostic laboratory, preferably with some leadership experience • Experience in a multi-disciplinary laboratory • A keen attitude to grow and develop within the role • Ability to question and show an inquisitive mind to challenge the routine to find better pathways forward.
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The intent of this position description is to provide a representative summary of the major duties and responsibilities performed in this job classification and is not intended to be exhaustive. Employees may be requested to perform job related tasks other than those specified.

Signed on behalf of Health New Zealand

I accept the terms and conditions as outlined in this Position Description

Te Tai o Poutini West Coast

Date _____

Date _____