

POSITION DESCRIPTION

Position Title:	Technical Advisor Diagnostic Microbiology		
Division/Unit:	Global and Tropical Health		
Report to (Role):	Senior Laboratory Technical Advisor		
Classification Level:	D3C1 - D2B1 (negotiable based on experience and qualifications)		
Status (FTE):	1.0FTE	Location:	Dili, Timor-Leste
Number of positions supervised:	Directly: 2		
	Indirectly: 0		
Special Provisions:	<ul style="list-style-type: none"> Vaccinated against COVID-19 and ability to provide suitable evidence to Human Resources. Hold or be able to obtain a National Police Clearance certificate. Willingness to travel to the municipalities for up to 2 weeks at a time. 		

ABOUT MENZIES:

As one of Australia's leading medical research institutes dedicated to improving the health and wellbeing of Aboriginal and Torres Strait Islander Peoples, and a leader in global and tropical research into life-threatening illnesses, Menzies School of Health Research continues to translate its research into effective partnerships and programs in communities across Australia and the Asia-Pacific region.

SUMMARY OF THE POSITION:

This role is pivotal to delivering outcomes of The Fleming Fund Country Grant. It has dual focus at national and municipality level, with activities in partnership with Laboratório Nacional da Saúde (LNS), Hospital Nacional Guido Valadares (HNGV), Surveillance department at Ministry of Health (MOH), the Veterinary Diagnostic Laboratory (VDL) and National Directorate of Veterinary (NDV) at Ministry of Agriculture, Livestock, Fisheries and Forestry (MALFF). As well as expanding activities to municipalities, through strengthening the microbiology service in the municipal referral hospitals. Through a One Health approach, the Fleming Fund Country Grant is supporting antimicrobial resistance (AMR) and antimicrobial usage (AMU) surveillance in animal health, and AMR in the environment.

The project aims are health system and laboratory strengthening, and involve mentoring, working alongside, and building the capacity of staff within the clinical, surveillance and laboratory areas.

This position will support Menzies work at LNS and the referral hospitals in Timor-Leste. Specific project details are included in the statement of duties. The Senior Medical Scientist (Microbiology) will be supervised by Senior Laboratory Technical Advisor. The Scientist will provide overall support and coordination for activity implementation at LNS and referral hospitals under the Fleming Fund Country Grant. The Scientist will work alongside LNS and referral hospital laboratory scientists in projects aimed at strengthening diagnosis and surveillance of infectious diseases in Timor-Leste. The Scientist will contribute to data collection, addressing quality control issues, assist with the development and implementation of guidelines and protocols, and support training for laboratory scientists within LNS and referral hospitals across Timor-Leste. Contribute to regular donor and other relevant stakeholders reporting requirements including data extraction, as well as narrative.

PRIMARY RESPONSIBILITIES:

1. Participate in laboratory capacity building activities focused on quality assurance and the introduction of new laboratory equipment and tests.
2. Support processing of laboratory tests for routine diagnostic testing as well as approved epidemiological, clinical and laboratory research studies associated with Menzies Timor-Leste projects.
3. Assist with the collection and storage of significant isolates and laboratory data for approved research studies.
4. Work with the laboratory team to meet the monitoring, evaluation, and reporting requirements of relevant funders.
5. Develop productive, cooperative working relationships with other members of the LNS, referral hospitals, Menzies Timor-Leste laboratory and office support teams, as well as any other external collaborators.
6. Responsible for developing and leading training for Ministry of Health scientists in advanced microbiology diagnostics.
7. Assist with the conduct of other research studies, as required.
8. Demonstrate and maintain an understanding and awareness of relevant Workplace Health and Safety as well as Equal Opportunity principles and legislation along with a commitment to maintaining a healthy and safe workplace.
9. Any other tasks as reasonably required by the Supervisor, Project Leads or Country Manager.

SELECTION CRITERIA:

1	Qualifications:	Relevant tertiary qualification in medical laboratory science or related field.
2	Essential Criteria:	<ol style="list-style-type: none"> a) Demonstrated experience in a diagnostic microbiology laboratory. b) Demonstrated leadership experience. c) Demonstrated experience in teaching, training and/or mentoring other laboratory scientists. d) Demonstrated capacity to work independently without direct supervision under broad direction, and as part of a team. e) Demonstrated initiative, good judgement, strong problem-solving skills, strong work ethic and flexibility with work tasks. f) Demonstrated ability to assess and establish priorities, manage competing deadlines against expected timeframes, while maintaining accuracy and quality. g) Ability to manage sensitive issues and maintain confidentiality. h) Demonstrated experience and competency with a range of computer software including Microsoft Office and a Laboratory Information Management System (LIMS). i) Ability to build relationships within an organisation and collaborative external partnerships. Well-developed capacity to consult, collaborate and negotiate effectively with people from diverse cultures and a wide range of stakeholders. j) Excellent written and verbal communication skills in English. k) Willingness to learn, continuously improve and respond positively to feedback and supervision.
3	Desirable Criteria:	<ol style="list-style-type: none"> a) Demonstrated experience in interpreting and implementing EUCAST/CLSI guidelines. b) Working knowledge of Tetum, Bahasa Indonesia, Spanish or Portuguese, highly desired. c) Experience liaising with Government stakeholders in a laboratory environment.

discovery for a healthy tomorrow

		<p>d) Experience in AMR surveillance of environmental samples.</p> <p>e) Experience in managing direct reports to foster a collaborative team environment.</p>
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COVID-19 Safety Requirements:


1. Menzies encourages all staff to be fully vaccinated following the latest guidance and recommendations for COVID-19 vaccination as issued by the Australian Technical Advisory Group on Immunisation (ATAGI).
2. Menzies requires all staff to implement, as directed, risk control strategies that provide them with protection from COVID-19 in the workplace such as good hygiene practices, mask-wearing, physical distancing, and any other reasonable direction.

STATEMENT OF DUTIES: Technical Advisor Diagnostic Microbiology

The project aims are health system and laboratory strengthening, and involve mentoring, working alongside, and building the capacity of staff within the clinical, surveillance and laboratory areas.

Specific responsibilities include:

- Assist in the introduction and use of protocols, data collection instruments, and guidelines for medical laboratories, with a focus on strengthening of diagnostic microbiology services.
- Coordinate and lead training for other scientists within LNS, HNGV, and the referral hospitals in diagnostic Microbiology.
- Lead development and integration of a quality assurance program and refresher training workplan for LNS and referral hospitals, alongside the Instituto Nacional de Saúde Pública de Timor-Leste (INSP-TL).
- Work with the Senior Laboratory Technical Advisor to implement project activities according to workplan.
- Provide support to One Health research projects involving AMR surveillance through sample processing, interpretation and data analysis.
- Attend regular project and senior scientist's meetings, as required.
- Support quality control department of INSP-TL, and Menzies, with stock qualification and forecasting for any relevant projects.
- Any other tasks as reasonably required by the supervisor, project leads, or country manager.

Approved by:	Antonio Goncalves Country Manager	
Date Approved:	03/09/2024	