



VALLEY MEDICAL LABORATORIES

July 23, 2020

VACANCY – PERMANENT FULL TIME TEAM LEAD HEMATOLOGY – REGISTERED MEDICAL LABORATORY TECHNOLOGIST – 35 Hours per week

A Full Time Hematology Team Lead position is available in the Main Lab.

Minimum Basic Requirements:

- BCSLS registered
- CSMLS Certified
- Previous Leadership experience
- Recent Hematology Experience

Preferred Qualification (preference will be given to candidates who poses the following qualification / experience)

- Demonstration of continuing education
- Proven Leadership skills
- 3 years of previous experience in a Leadership role
- Active registration with the Canadian Society of Medical Laboratory Science (CSMLS)

General Job Description (this is a brief overview of the duties of the hematology team lead). Team Lead duties include but are not limited to

- Responsible for all technical procedures within the department under the direction of and in coordination with the Medical Director of the Laboratory and Pathologists
- Provide technical supervision, orientation, training and direction of staff
- Maintain established departmental and company procedures in compliance with DAP, Worksafe BC and VML Policies
- Update and manage document control including Hematology Reference Ranges and Hematology Department Manual
- Monitor and be accountable for test data, quality control, quality assurance, preventive maintenance, proficiency testing and all operations related to hematology laboratory testing procedures
- Evaluate and implement new test methodologies
- Evaluate and recommend capital equipment purchases and contracts
- Troubleshoot equipment and test methods
- Supervise and implement computer laboratory data system as related to Hematology
- Oversee Hematology operations at our alternate testing facility (PE)
- Responsible for reagent ordering and inventory control

- Departmental scheduling and staffing including payroll system schedule entries
- Liaison with staff and team leads from other departments and outside facilities
- Complete bi-annual Pas and competency assessments on all departmental staff
- Participation in monthly team lead meetings
- Provide an annual department summary to the Lab Manager

See Job Description <F:\HEMATOLOGY\Hematology Procedure Manual\Hematology Team Lead Job Description.pdf>

Please reply by email to Lab Manager – Kara Kirkwood

Applications should include full resume and cover letter and certificates.

Email: gm@vmlabs.ca

NOTE: This posting is open to internal and external candidates

Application will be accepted until October 31, 2020, at 5:00pm