

Job Description and Person Specification

Biochemist

Permanent and Temporary Vacancies

Reference: HR23E034

Closing Date for Applications: Tuesday, 31st January 2023

Interviews via Skype: Tuesday 28th February 2023

HR Business Services,
St Vincent's University Hospital,
Elm Park,
Dublin 4.

Contact: +353 (1) 221 6062 or recruitment@svuh.ie

Overview: The Department of Clinical Chemistry in SVUH is a busy, dynamic, modern service. We provide routine and emergency service in clinical chemistry and immunodiagnosics, generating more than 8 million results a year, and offering assays for over 100 different analytes. Around-the-clock support is provided to ED, ICU, liver and pancreas transplant teams, *etc.* and one or more Chemical Pathology Consultants are available at all times for consultation.

The Clinical Chemistry main laboratory has just completed a major upgrade and its state-of-the-art, fully tracked and automated instrumentation consists of three Roche Diagnostics 8000 lines, two pre-analytical units and the cobas p701 post-analytical storage and retrieval unit. There are also a number of specialist areas, including a newly upgraded Protein Electrophoresis Unit, performing capillary zone electrophoresis and serum free light chain analysis to support diagnosis and monitoring of patients with multiple myeloma and other blood cell dyscrasias. Other specialist areas in the Clinical Chemistry Department include genetic testing for Hereditary Haemochromatosis, and measuring biochemical markers of metabolic bone disease for adult and paediatric patients in Renal, Endocrinology and paediatric clinics. Further new specialist equipment, including LC-MS and ICP-MS, will be introduced in the next 12 months.

St Vincent's Healthcare Group Clinical Chemistry department includes St Vincent's University Hospital (hub laboratory), St Vincent's Private Hospital and St Michael's Hospital. The post holder will assist the Consultant Chemical Pathologist/Head of Department and senior staff in providing a comprehensive clinical biochemistry service. The successful candidate will be encouraged to undertake further training and the relevant postgraduate education necessary to advance their career as a Clinical Biochemist.

Job title / Grade:	Basic Grade Clinical Biochemist
Professional Responsible To:	Consultant Chemical Pathologist and Principal/Senior Clinical Biochemists
Operationally Responsible To:	Chief Medical Scientist and Senior Scientists

Key Duties and Responsibilities

- Support the Consultant Head of Department/Laboratory Director for Clinical Chemistry or nominee and senior staff in the provision of the routine and specialist services to nationally and internationally acceptable standards.
- To assist in maintaining the practice and procedures of the Clinical Chemistry Department.
- To be responsible for the laboratory equipment entrusted to his or her care.
- In conjunction with senior departmental staff, monitor and ensure the quality of analyses and services by the department with the implementation of corrective/preventive actions as required by the Consultant Head of Department/Laboratory Director for Clinical Chemistry or nominee.

- To undertake routine and specialised analysis as per the demands of the service determined by the Consultant Head of Department/Laboratory Director for Clinical Chemistry or nominee.
- To optimise the methods and range of SVHG Clinical Chemistry investigations by undertaking and directing evaluation, verification and validation of methods and instrumentation as required by the Consultant Head of Department/Laboratory Director for Clinical Chemistry or nominee.
- To participate in clinical and laboratory audit as required by the Consultant Head of Department/Laboratory Director for Clinical Chemistry or nominee.
- To monitor and ensure the quality of analyses and service provided by SVHG Clinical Chemistry, through quality control and quality assurance programmes which incorporate corrective and remedial action.
- To keep abreast of developments in clinical biochemistry and the application of new techniques in Clinical Chemistry.
- To initiate, direct and participate in research and development projects as deemed appropriate by the Consultant Head of Department/Laboratory Director for Clinical Chemistry or nominee.
- To collaborate with the Head of Department/Laboratory Director and other senior staff to achieve the optimal clinical biochemistry service in an efficient and cost effective manner and with due regard to regulations governing health, safety and working conditions.
- To undertake other duties appropriate to the post as may be assigned from time to time by the Consultant Chemical Pathologist/Head of Department or named nominee.

The above Job Description 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 document must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.

The Hospital Structure is currently under review and therefore, reporting relationships may change.

Informal Enquiries or Role Specific Enquiries:

Dr Anne Lardner, Tel: +353 1 221 4490. Email: alardner@svhg.ie

Dr Janice Reeve, Tel +353 1 221 4789. Email: J.Reeve@svuh.ie

Dr Heloise Tarrant, Tel: +353 1 221 4789. Email: heloisetarrant@svhg.ie

Person Specification

Factors	Essential	Desirable
Qualifications	See appendix 1 detailing HSE criteria for Biochemists as of September 2020.	MSc in Clinical Chemistry is highly desirable. BSc Hons, MSc or PhD in Biochemistry or related areas is desirable
Experience (length and type)	Candidates must possess the requisite knowledge and ability, including a high standard of suitability for the proper discharge of the duties of the office	Two years' relevant experience in a Clinical Chemistry laboratory.
Core Competencies	<ul style="list-style-type: none"> Planning & Managing Resources Decision Making & Judging Situations Setting Standards & Ensuring Quality Influencing People and Events Managing Individual Performance Being the communication channel Creating Team Spirit Being a Leader & Role Model Embracing Change & Service Development 	

Particulars of Office:

The appointment is: Wholetime, Permanent, Pensionable

Annual Salary: €39,311 - €64,960 (01/10/2022)

These particulars are subject to change in line with overall public pay policy.

Candidates should expect to be appointed on the minimum of the salary range and in accordance with the Department of Finance guidelines.

Probationary Period: The appointee shall hold office for a probationary period of six months – The Hospital's Probation and Induction policy will apply.

Pension Scheme: The candidate will be entered into one of the Hospital Superannuation Schemes.

Working Hours: The person appointed will work a basic 35 hour week. 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 8am – 8pm over seven days to meet the requirements for the extended day services in accordance with the terms of the Framework Agreement. (Reference HSE HR Circular 003/2009). Flexibility on hours of attendance in response to service needs will be a requirement.

Annual leave entitlement: 27 days per annum pro rata each year. Annual leave accrued must be taken within the duration of the contract or calendar year and as agreed between the candidate and the Head of Department.

Additional Information

Confidentiality:

During the course of employment staff may have access to, or hear information concerning the medical or personal affairs of patients, students, staff and / or other health service business. Such records and information are strictly confidential and unless acting on the instruction of an authorised officer, such information must not 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

Hygiene:

During the course of employment staff are required to ensure that the hospital's hygiene and infection control policies are adhered to at all times. All employees have responsibility to prevent transmission of infection by adhering to and implementing optimal hand hygiene and adhering to the Hospital's Hygiene processes. Hygiene is a fundamental component of St Vincent's University Hospital's quality system to ensure the safety and well-being of its patients and staff and plays a role in the prevention and control of healthcare associated infection.

Policies / Legislation:

All Hospital policies and procedures form an integral part an employment contract and may be subject to update and revision, from time to time, in consultation with union representatives as appropriate. Employees are required to comply with all hospital policies, procedures (e.g. Dignity at Work, Trust in Care, Computer Usage Policy) and the Hospital's ethical codes of practice.

Employees are required to abide by the hospital's code of behaviour and the code of practice as defined by their relevant professional body.

Please note the following:

- The Hospital Board is not responsible for loss or theft of personal belongings
- Fire orders must be observed and staff must attend the fire lectures periodically
- All accidents within the department must be reported immediately.
- In line with the Safety, Health and Welfare at Work Act (2005), smoking within the Hospital Building is not permitted.
- All staff are advised to avail of Hepatitis B Vaccination with Occupational health
- The use of personal mobile phones is prohibited.
- St. Vincent's University Hospital buildings and grounds are **smoke-free**.

Application Process: St. Vincent's University Hospital is an equal opportunities employer and is committed to promoting an environment free from discrimination in accordance with the Employment Equality Acts 1998 and 2004. The Hospital values diversity and recognises the benefits of having a workforce that reflects the community we serve. We are committed to equality of access to positions within the Hospital. All recruitment activity and documentation will encourage applications from all potential candidates without discrimination.

Interested candidates should apply for vacancies of interest by visiting the Hospital Careers pages: <http://www.stvincents.ie/Home/Careers.html>

- Note the closing date(s) for the submission of on-line applications are specified on the list of vacancies. St. Vincent's University Hospital are not able to accept late applications.
- It is the applicant's responsibility to ensure that they apply well in advance of the closing date.
- Any applications which are still in progress but have not been submitted after the closing date will not be registered by our Web Recruitment System.
- Applications for St. Vincent's University Hospital job vacancies will only be accepted through our Web Recruitment System.
- St. Vincent's University Hospital may only take into account technical issues raised by an applicant if advised to our Human Resources Department prior to the advertised closing date.

Non-European Economic Area Applicants: While St. Vincent's University Hospital is an equal opportunities employer, in line with current Department of Jobs, Enterprise and Innovation Employment Permit requirements, applications from non-European Economic Area (EEA) will only be considered in the event that an EEA citizen cannot be found to fill the vacancy. Please note that if you are a NON-EEA applicant and are unable to supply documents (listed on www.djei.ie), you are not entitled to participate in this recruitment competition. This is in accordance with the EU Community Preference Rule. Further information is available at www.djei.ie.

Former Public Service employees: Eligibility to compete may be affected where applicants were formerly employed by the Irish Public Service and previously availed of an Irish Public Service Scheme including:

- Incentivised Scheme for Early Retirement (ISER)
- Department of Health and Children Circular (7/2010)

- Collective Agreement: Redundancy Payments to Public Servants

Applicants should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. This is a non-exhaustive list and any queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

Shortlisting: Shortlisting will be carried out on the basis of information supplied on your curriculum vitae. The criteria for shortlisting are based on the requirements of the post as outlined in the Person Specification. Failure to include information regarding these requirements on your CV may result in you not being called forward to the next state of the recruitment process.

All overseas qualifications must be validated. No candidate can work in the Hospital without validated qualifications. If professional registration is also a requirement, candidates must provide documentation of same.

Canvassing will automatically disqualify.

Please note that you will be contacted mainly by mobile phone and email. It is important that your mobile phone number, postal address and email address are correct. It is your responsibility to ensure that you have access to your mobile voice mails and emails. We recommend that you use an email address that you have regular access to.

Competency based interviews follow the shortlisting stage of the recruitment process. Credit is awarded by the interview panel to candidates who demonstrate at interview that they possess the experience, competencies and skills listed in the person specification. Candidates will normally be given at least one week's notice of interview. Interviews are held in person only, no subsequent or alternative dates to dates given will be offered to candidates. All interviews are held in the HR Department of St. Vincent's University Hospital, Elm Park, Dublin 4 unless it is specifically noted otherwise in the Job Description. All posts are located in St. Vincent's University Hospital, Elm Park, Dublin 4 unless it is specifically noted otherwise in the Job Description.

Disability: Please let us know if you need any special assistance at interview, e.g. if you have difficulty in moving up or down stairs or have hearing or speech difficulties.

Candidates are notified of the result of their interview at the earliest possible date after the interview. The recommendation of the interview panel does not constitute a job offer. The process continues after the interview and includes clearance checks such as references, Garda clearance, occupational health clearance, validation of qualifications and experience. A job offer is made pending satisfactory clearances. SVUH reserves the right to remove candidates from specific recruitment panels and retract job offers if satisfactory clearances cannot be obtained or are deemed unsatisfactory.

For some recruitment competitions a panel of successful candidates may be formed as a result of the interviews. Candidates who obtain a place on the panel may, (within the life of the panel), be considered

for subsequent approved vacancies. Candidates are placed on a panel in order of merit. A panel is typically live for 6 months.

It is normal procedure that candidates be placed on the first point of the relevant salary scale in accordance with the Department of Finance guidelines.

Declaration: Please read your application carefully and check for any errors or omissions. False declaration or omission in support of your application will disqualify you from appointment.

This document must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.

Date: January 2023

Appendix 1

Biochemist Grade

Code 3751

In exercise of the powers conferred on me by Section 22 of the Health Act 2004, I hereby approve the qualifications, as set out hereunder, for the appointment and continuing as Biochemist in the Health Service Executive.

1. Statutory Registration, Professional Qualifications, Experience, etc

(a) Eligible applicants will be those who on the closing date for the competition:

(i) (a) Possess a BSc (Hons)/BA (Mod) in a subject area related to clinical biochemistry/laboratory medicine and diagnostics. (See recognised qualifications* below).

Or

(b) An equivalent qualification*

OR

(ii) (a) Have obtained before March 2018, a degree in which Biochemistry was taken as a subject in the final examination, or equivalent.

And

(b) Be currently employed as a Biochemist in the Irish Health System.

AND

(b) Candidates must possess the requisite knowledge and ability, including a high standard of suitability for the proper discharge of the duties of the office.

2. Health

Candidates 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.

3. Character

Candidates for and any person holding the office must be of good character.

Recognised Qualifications *

Bachelor of Science degrees

UNIVERSITY COLLEGE DUBLIN

Biological, Biomedical & Biomolecular Sciences

BSc (Hons) Biochemistry & Molecular Biology

BSc (Hons) Cell & Molecular Biology

BSc (Hons) Genetics

BSc (Hons) Pharmacology

BSc (Hons) Physiology

Chemistry and Chemical Sciences

BSc (Hons) Medicinal Chemistry & Chemical Biology

BSc (Hons) Life and Health Sciences

TRINITY COLLEGE

Science (B.A., Honours Bachelor Degree)

Biochemistry (have to do 3rd and 4th year of those specialty subjects)

Chemistry (idem)

Genetics (idem)

Immunology (idem)

Molecular Medicine (idem)
Physiology (idem)
Human Genetics (B.A., Honours Bachelor Degree)
Chemistry
Health Science – Human Health and Disease (B.Sc., Honours Bachelor Degree)

DUBLIN INSTITUTE OF TECHNOLOGY

BSc (Honours) Science (General Entry) (Level 8)
Biological Sciences
BSc (Honours) Biomedical Science (Level 8)
BSc (Honours) Biomedical & Molecular Diagnostics (Level 8)
BSc Biomolecular Sciences (Level 8)

DUBLIN CITY UNIVERSITY

Science (Bachelor) (Honours)
BSc in Genetics and Cell Biology (Honours)

UNIVERSITY OF LIMERICK

Bachelor of Science (Honours)

UNIVERSITY COLLEGE CORK

BSc honours in Biochemistry
BSc honours in Biomedical Science
BSc honours in Genetics

NATIONAL UNIVERSITY OF IRELAND GALWAY

Biomedical Science
Science (Bachelor)

GALWAY MAYO INSTITUTE OF TECHNOLOGY

BSc Medical Science (Hons)

Postgraduate Qualifications Taught or Research Masters

Master in Science from a recognised University (TCD, UCD, UCC, NUIG, RCSI, DIT, DCU, UL) UK or International University.

Taught Masters in Clinical Chemistry (TCD) Taught Master in Science – Biochemistry/Immunology (TCD)
Research Masters in a topic relevant to Clinical Biochemistry/Toxicology/Diagnostic Medicine/Molecular Diagnostics/Immunology