

# The role of a pathology collector

Based in the many suburban and hospital-based collection centres, pathology collectors are the face of Melbourne Pathology.

A pathology collector must be technically competent and reliable, caring and compassionate. Their role is to collect samples from patients including blood, urine, faeces and swabs, take delivery of samples and process them ready for pick-up by couriers. All staff undertake comprehensive in-house training upon commencement to complement their assumed skills gained via a basic qualification.

## Work environment

Pathology collectors at Melbourne Pathology are required to work in the following positions:

**Collection centre pathology collector** - Collects specimens from patients in our collection centres. These may be stand-alone facilities or attached to medical centres. Most of our pathology collectors are posted to collection centres.

**Domiciliary pathology collector** - Collects specimens from patients in their homes, or from patients in institutions such as aged care facilities. This is a highly personal job, offering home based services to patients who are unable to attend a clinic or collection centre.

**Hospital pathology collector** - Collects specimens from patients in hospitals where we provide pathology services.

## What skills and personal qualities do I need to be a pathology collector?

Pathology collectors play a vital role within the healthcare system and require the following:

- Certificate III or IV in Pathology Collection or previous experience in a similar position. Melbourne Pathology does not offer the relevant course and candidates wishing to complete the course are advised to refer to relevant Registered Training Organisations' websites for course information
- Empathy for patients and families
- A commitment to providing excellent medical care for patients
- A commitment to providing excellent service to doctors and medical scientific staff
- Excellent record keeping skills
- Good written and oral communication skills
- Physically capable of assisting less mobile patients
- Willingness to co-operate with and support hospital and clinic staff

## What else do I need to do to become a pathology collector?

- Must be an Australian Resident or have the right to work in Australia
- Must hold a current Victorian Drivers Licence
- A background in healthcare is an advantage

## What does the job offer me?

- Supportive team environment
- High level of professional training
- High degree of personal responsibility
- Flexible work arrangements
- Satisfaction of helping/caring for members of the community
- Complete Melbourne Pathology uniform

### **Where would I be working?**

We operate over 240 accredited collection centres in Melbourne and regional areas of Victoria. You would be employed within a region/area. Each region/area consists of a number of collection centres. You would not be assigned to any one particular collection centre. We would try to employ you within a convenient distance to your home.

### **Melbourne Pathology areas**

#### **Metropolitan**

Beaumaris  
Bentleigh  
Cranbourne  
Deepdene  
East Melbourne  
Epping  
Manningham  
Moonee Ponds  
Ringwood  
St Albans

#### **Regional**

Ballarat  
Bellarine/Geelong  
Bendigo  
Euroa  
Moe/Gippsland  
Mornington  
Shepparton  
Warragul  
Warrnambool

### **What are the hours of work?**

Shifts start no earlier than 6am and finish no later than 7pm with the exception of hospital based staff and domiciliary staff who are rostered accordingly. Most commonly, shifts are between 8am and 6pm. Sometimes part time staff will be required to work some Saturdays and Sundays on a rotating roster.

### **What training would I receive?**

Melbourne Pathology provides a comprehensive onboarding training program for successful applicants joining the Patient Services team. Successful applicants would be required to commit to full time paid onboarding upon commencement for a minimum of four weeks. Melbourne Pathology also offers employees ongoing skills development to ensure best practice.

### **How to apply**

To apply for a pathology collector position with Melbourne Pathology or register your expression of interest, email [psd@mps.com.au](mailto:psd@mps.com.au) with your current CV and covering letter.

All applications must contain the following:

1. Full name
2. Address
3. Contact telephone number
4. Highest formal education level
5. Relevant qualifications in pathology
6. Employment history for the past three years including:
  - Employers' name
  - Your job title
  - Brief description of your duties
7. A statement about why you think you would make a good pathology collector
8. Your preference for full time, part time and/or casual employment
9. Two work related referees and their contact details
10. Whether you have been an employee of a Sonic Healthcare practice, including where and when you were employed.