

Position Description | Te whakaturanga ō mahi

Health New Zealand | Te Whatu Ora

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Title	Trainee/Scientific Officer (Diagnostic Genetics)
Reports to	Service Leader
Location	Wellington
Department	Wellington Regional Genetics Laboratory
Date	29 -07-2026
Salary band (indicative)ⁱ	PSA AHT&S 5.2.7 Core Salary Scale \$79,014 - \$121,686
Children's Worker roleⁱⁱ	No

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

About the role

The primary purpose of the role is to:

undertake clinical/scientific duties (analytical, interpretive and advisory services) within the genetics laboratory providing a range of routine and non-routine specialist molecular and cytogenetic investigations using state of the art technologies and requiring specialist knowledge of the clinical and scientific literature of the work of their section. Diagnostic genetic scientists evaluate published developments and innovations with consideration to transferring into clinical practice.

Key Result Area	Expected Outcomes / Performance Indicators
Scientific Expertise	- To work as part of a team to provide molecular / cytogenetic services that meets established high quality demands for safety and patient care - To participate in routine duties as determined by senior scientific staff - To use a high level of scientific expertise to design, develop, implement and optimise technologies and protocols for laboratory services to meet the needs of clinical services to ensure high quality outcomes for patients

	Critically analyse and interpret scientific data, compile and issue comprehensive reports to referrers of the service
Quality and Risk	- To participate in relevant internal and external quality control procedures - Actively contribute to continuous quality improvement activities within the team - Anticipate and manage clinical risk in their area - Identify issues and undertake audit/practice review - Assist in material and data submission to external Quality Assurance Programmes
Professional Development	- Maintains and/or extends knowledge and skill base required for effective performance, and is prepared to accept work that will develop or consolidate new skills - Participates in own annual performance review - Identifies own learning needs and negotiates appropriate education and training
Team Work	Works collaboratively and efficiently with staff and management within the Genetics Service and with other key stakeholders across the organisation

Key Result Area	Expected Outcomes / Performance Indicators
Access and Outcomes	- Supports efforts to improve access to services and achieve better outcomes for the communities we serve. - Uses evidence and insights to identify barriers and opportunities for improvement. - Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	- Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. - Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. - Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.
Health & safety	- Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. - Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. - Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	- Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. - Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit.

	Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.
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Matters which must be referred to your manager

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.

Relationships

External	Internal
- Medical Practitioners - External laboratories	- Clinical Staff - Laboratory Service Staff - Scientists - Technicians - Administrators

About you – to succeed in this role

You will have

Essential:

- Proven laboratory experience ideally in diagnostic genetics (preferred) or keen interest in working in diagnostic genetics
- Bachelor of Medical Laboratory Science (BMLSc) from a New Zealand university or equivalent qualification/post graduate qualification/medical laboratory experience as determined by the Medical Sciences Council of New Zealand.
 - Registration / eligible for registration with the Medical Sciences Council of New Zealand as a Medical Laboratory Scientist

Desired:

- [Problem-solving skills
- An analytical and investigative mind
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You will be able to

Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.
- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.
- Maintain high standards of professionalism, integrity, and ethical behaviour.

- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.
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Desired:

- [Work within a Team
- Adapt to change in an ever progressive medical science
- Understand cultural and ethical dimensions of practice
- Learn through continued professional development
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ⁱ Salary band reference is for internal benchmarking and role sizing purposes only. The salary band designation is not a term or condition of employment and may be changed by the HNZ. Changes to the salary band will not affect an employee's current salary or remuneration.

ⁱⁱ The Children's Act 2014 makes provisions for the protection of children and helping them thrive, achieve and belong. At Health New Zealand, we safety check every children's worker. The purpose of this safety check is to reduce the risk of harm to young people and is a legal requirement for those employed in work that involves contact with children and young people including face-to-face, over the phone, or email contact. It is part of our commitment to ensuring the wellbeing and safety of children and young people. Your continued employment with Health NZ is conditional on a satisfactory safety check.