QIMR Berghofer Medical Research Institute

# POSITION DESCRIPTION

**POSITION TITLE:** **Clinical Flow Cytometry Analyst**

**CLASSIFICATION:** **STO4/5 (temporary for 12 months with a possibility of extension)**

**DIVISION:** **Support**

**DEPARTMENT:** **Scientific Services**

**LOCATION:** **Herston**

## POSITION OBJECTIVES

The position provides leadership and technical expertise in the delivery of flow cytometry and cell sorting for clinical trials, diagnostic and GMP purposes. The position supports the delivery of these services in the Flow Cytometry and Imaging Facility and Q-Gen Cell Therapeutics.

## ORGANISATION CONTEXT

QIMR Berghofer is a statutory body under the QIMR Act (1945). The mission of QIMR Berghofer is to promote the wellbeing of humankind through medical research, to maintain within the State of Queensland an internationally recognised Centre for Medical Research, to develop that Centre as the primary focus of Medical Research within the State and to co-operate with, and where possible assist the work of other medical research establishments within the State and throughout the world to improve human health and wellbeing.

The Support Division is divided into key departments that provide specialist support for the conduct of internationally competitive research programs and projects. The Support Division consists of Finance & Administration, Information & Facilities, People & Safety, Business Development, External Relations, and Scientific Services.

Scientific Services provides a diverse array of support services to researchers across QIMR Berghofer; including flow cytometry, microscopy, histology, proteomics, GMP production, animal facilities, veterinary services, analytical facilities, sample processing services, scientific equipment management and cryogenics.

## REPORTING STRUCTURE

The position reports to the manager of the Flow Cytometry and Imaging Facility.

## PRIMARY RESPONSIBILITIES

- Provide flow cytometry analysis and cell sorting for clinical, pre-clinical and research material. This includes:
- Operate multi parameter flow cytometers and acquire data using DIVA and FACS Clinical Software
- Prepare samples for immunophenotyping and polychromatic flow cytometry data acquisition, receptor occupancy assays

- Analyze flow cytometry data acquired software using various flow cytometry analysis software
- Monitor and perform quality control measurements within the laboratory to ensure the integrity of work output
- Monitor the performance, troubleshoot problems and maintain equipment in the facility
- Design, implement and report on process validation, SOP development and technology transfer
- Assist in establishing and maintaining accreditation to relevant national and international regulators and standards authorities
- Ensure scientific data acquired is collected, managed and stored within the QIMR Information Technology guidelines
- Liaise with facility staff, external clients and researchers in development of clinical flow cytometry and cell sorting applications.
- Assist in delivery of flow cytometry processes at Q-Gen, following GMP requirements
- Ensure work practices comply with the requirements of the Work Health and Safety Act, related legislative requirements and the Institute's WH&S policies and procedures.

---

**KEY SELECTION CRITERIA (Qualifications, Experience, Skills and Abilities)**

***Essential***

- Degree in Science, Biomedical Science or Medicine
- Extensive experience in flow cytometry and cell sorting, such as such as immunophenotyping, polychromatic flow cytometry, target receptor occupancy, expression stimulation markers such as adhesion molecules and intracellular cytokines
- Experience in human cellular immunology, immune function testing, cell biology and tissue culture
- Experience in QA/QC accreditation for flow, or process validation and preparation of SOPs
- Excellent communication skills and well developed emotional intelligence
- Ability to build effective relationships and respond effectively to stakeholders, including staff, researchers, commercial clients and regulators
- High level organisational skills with the ability to manage multiple competing priorities and meet deadlines

***Desirable***

- Experience in GMP practices
- Experience in clinical trials or medical testing
- Experience in Process validation and preparation of SOPs