



POSITION DESCRIPTION
The University of Papua New Guinea

DETAILS OF POSITION	POSITION NO: 561015
SCHOOL/OFFICE: (School Office, SMHS)	CLASSIFICATION: Tutor
DIVISION/STRAND: Health Sciences	POSITION TITLE: Tutor in Medical Laboratory Sciences
BRANCH: Medical Laboratory Sciences	
SECTION:	
LOCATION: (TAURAMA CAMPUS)	

ROLES AND RESPONSIBILITIES OF POSITION

PURPOSE: To provide academic input into the undergraduate programme in Medical Laboratory Sciences and related disciplines

ACCOUNTABILITIES:

To the Head of Discipline
To the Head of Division,
To the Executive Dean of the School

MAJOR DUTIES:

Teaching the undergraduate programme
Being involved in relevant research activities
Setting and marking assessments
Providing direction for undergraduate students
Participating in School and possibly University Committees
Taking administrative responsibilities within the Discipline, Division and School as requested by the Head of Discipline and the Executive Dean
Setting a high standard of professionalism as a role model.

SELECTION CRITERIA

Candidates must have a Bachelors Degree in Medical Laboratory Sciences or an equivalent or Higher Degree
Experience as a Medical Laboratory Scientist
Satisfactory referees reports

KNOWLEDGE, SKILLS AND PERSONAL QUALITIES

The Candidate must:

- 1. Be a team worker**
- 2. Be prepared to take a leadership role**
- 3. Be prepared to work long hours**
- 4. Be willing to work comfortably with staff and students.**
- 5. Be prepared to work with minimal supervision.**
- 6. Be self-motivated.**
- 7. Possess a high level of integrity**
- 8. Knowledge of the UPNG Code of Conduct**

HISTORY OF POSITION – (HR DIVISION OFFICE USE ONLY)

UPNG FILE NO.	DATE OF VARIATION	DETAILS