

Histology Specimen Processor Supervisor

Quality is in our DNA -- is it in yours? You are made of leadership material. You have proven people skills, a passion for patient care, and the drive to succeed. You're also looking for great benefits, the support of an all-star team, and an opportunity to grow your career.

Join our front line of #HealthcareHeroes! Our mission is to advance the health and wellbeing of our communities as a leader in clinical laboratory solutions.

(Offering Competitive Compensation Package)

This opportunity is:

Location: Dallas, Texas

Days: Monday - Friday

Hours: 8 or 9 pm - 4:30 or 5:30 am

Full-time: Benefit Eligible

In this role, you will:

- Oversee assigned area(s) to ensure proper quality of work.
- Maintain equipment and instruments in good operating condition; recognize malfunctions and troubleshoot problems; maintain QC, maintenance and validation records for all instruments and equipment in assigned areas.
- Maintain safety records and ensure chemical hygiene information is current and staff is informed of changes.
- Identify and troubleshoot specimen submission problems in a timely manner.
- Communicate to management the status of personnel, procedures, workloads, etc. In a timely manner, notify management of any present or potential issues related to quality of service, processes, or compliance. Identify problem areas and develop recommendations and plans for solutions.
- Schedule and adjust staffing to ensure adequate coverage as required by work flow and volume in order to meet or exceed goals and established turnaround times.
- Staff the department with the assistance of Human Resources by screening, interviewing and recommending candidates for hire.
- Maintain attendance records; review and approve overtime and requests for time off when appropriate. Provide coverage for staff as needed.
- Write and deliver performance evaluations to provide staff with feedback on their performance. Make recommendations for salary adjustments and promotions.
- Participate in disciplinary actions up to and including termination of employment.
- Provide orientation and training to new staff and to existing staff when changes in processes occur, ensuring that safety training, competency assessment, and technical instruction in techniques, instrumentation, and organization are completed at prescribed times and assess ability.
- Conduct regular staff meetings and use other formal and informal communication methods to facilitate group communication as well as inform subordinates on relevant matters including company business and policies and procedures.

All you need is:

- Bachelor of Science degree in the field of Biology, Chemistry or Medical Technology
- Pathology knowledge. Histology experience. HT or HTL (ASCP) helpful.
- Strong knowledge of laboratory operations.
- Excellent verbal and written communication skills.
- Basic computer skills
- 4 years of clinical laboratory experience
- 1 - 3 year supervisory or lead experience