

## Pathologist (Laboratory Manager) - (1701074)

**Grade:** P3

**Contractual Arrangement:** Fixed-Term Appointment

**Contract duration:** Two years, renewable.

**Posting Date** Apr 27, 2017, 12:00:00 AM

**Closing Date** May 22, 2017, 11:59:00 PM

**Primary Location** France-Lyons

**Organization** Laboratory Services and Biobank

**Schedule** Full-time

### PURPOSE OF THE POSITION

The incumbent is Head of the "Laboratory Services and Biobank" Group (LSB) at IARC. Organizationally, the LSB Group is located in the Director's Office reflecting the service nature of these activities in supporting the scientific Sections of the Agency.

The LSB Group Head is responsible for: the supervision of the LSB technical and administrative staff; liaison with the Laboratory Steering Committee (LSC) and the Biobank Steering Committee (BSC) to provide technical support to the decision-making process and development of new laboratory and biobank infrastructure; determining equipment purchase priorities, conditions of existing equipment and schedule laboratory activities; providing the mechanism for access to IARC samples by potential collaborators; liaison with internal collaborators to ensure that sample shipment to and from IARC are conducted according to standard procedures, ensuring that the Biobank remains a state-of-the-art facility.

The role of the LSB Group Head also involves writing grant applications and obtaining external funds for the smooth running of the IARC Biobank. The incumbent is required to maintain a close working relationship and cooperate with IARC scientists and external collaborators, and to participate in international projects.

### OBJECTIVES OF THE PROGRAMME

The Laboratory Services and Biobank (LSB) Group is placed under the Office of the Director of IARC. It provides a number of core generic services and resources used by the laboratory and epidemiology groups across the Agency.

The coordination of the LSB activities is supported by the Laboratory Steering Committee (LSC) and the Biobank Steering Committee (BSC), which assist in optimizing LSB's operational procedures.

More information about the LSB Group at IARC can be found at the following link: <https://www.iarc.fr/en/office-dir/lsb.php>

### DESCRIPTION OF DUTIES

The key duties of the incumbent are as follows:

- 1/ Manage efficiently the resources of LSB (people, space and finances) including planning in relation to extra-budgetary funds necessary to maintain staff within the Group.
- 2/ Oversee the day-to-day laboratory activities, including the smooth running and operation of essential scientific equipment and the tracking of laboratory equipment maintenance schedules across the Agency.
- 3/ Optimize the services of the core laboratory facility which includes health and safety, pre-analytical services, histology, central stores, glass washing and shipment of samples. Coordinate laboratory safety programmes working with in-house staff to ensure compliance with all applicable regulations.
- 4/ Create links with similar structures in other cancer research institutes, identify areas for improvement, incorporate best practices and implement good laboratory practices at the Agency.
- 5/ Organize and supervise all aspects of the IARC Biobank, including future strategy.
- 6/ Write grants with a view to attracting funding from competitive sources, to support the Biobank; negotiate with external partners the cost recovery, budget, timing and related aspects in relation to sample retrieval, processing and redistribution from the Biobank.
- 7/ Develop and implement an Agency strategy for further developing biobanking practices and provision of access to the relevant tools in resource-poor settings.
- 8/ Cooperate with other Sections and Groups in training and capacity building in areas of expertise within LSB.
- 9/ Carry out related duties as assigned by the IARC Director.

### REQUIRED QUALIFICATIONS

#### Education

Essential: Medical or related degree with post-graduate qualification to practice pathology.

Desirable: MD or PhD in biology, or related laboratory-based subject. IT qualifications in relation to LIMS would be an asset. Involvement in epidemiology studies and understanding of statistical principles would be an asset.

#### Experience

Essential: At least five years of proven laboratory experience including the organization of shared laboratory facilities and systematic storage of biological samples. Proven experience in handling, storage and retrieval of biological samples. Supervisory experience of technical staff.

Desirable: Previous experience in protein and nucleic acid research and in large-scale epidemiology studies in relation to cancer.

#### Skills

Functional skills:

- 1/ Excellent laboratory skills in relation to manipulation of biological samples.

2/ Ability to establish and implement quality assurance and quality control.

3/ Knowledge of related ethical regulations including an understanding of the ethical and practical issues in relation to handling of biological samples.

4/ Information technology (IT) skills permitting work on LIMS.

5/ Proven ability to write grants applications.

Required WHO competencies:

Ability to:

1/ Communicate in a credible and effective way.

2/ Produce results.

3/ Foster integration and teamwork.

4/ Create an empowering and motivating environment.

5/ Ensure the effective use of resources.

#### **Languages**

Expert knowledge of English with an intermediate or higher knowledge of French.

#### **REMUNERATION**

WHO/IARC salaries for staff in the Professional category are calculated in US dollars. The remuneration for the above position comprises an annual base salary starting at **USD 58583** (subject to mandatory deductions for pension contributions and health insurance, as applicable), a variable post adjustment, which reflects the cost of living in a particular duty station, and currently amounts to **USD 1718** per month for the duty station indicated above. Other benefits include 30 days of annual leave, allowances for dependent family members, home leave, and an education grant for dependent children.

#### **Additional Information**

- It is mandatory to attach a full list of publications. To add this list, please go to your profile under the dedicated "publication" tab.
- All candidates are strongly encouraged to add a cover letter to their online application.
- Candidates called for interview will be expected to give a seminar.
- This vacancy notice may be used to fill other similar positions at the same grade level.
- Only candidates under serious consideration will be contacted.
- Any appointment/extension of appointment is subject to WHO Staff Regulations, Staff Rules and Manual.
- For information on WHO's operations please visit: <http://www.who.int>.
- WHO/IARC is committed to workforce diversity. Applications from women are particularly encouraged.
- WHO/IARC has a smoke-free environment and does not recruit smokers or users of any form of tobacco.