

## Job descriptions

The work carried out at the Biomnis laboratory comes under 4 major categories:

- pathologists
- laboratory technicians
- medical administration related jobs
- support staff (IT, accounting, management control, human resources etc.)

**Pathologists** Pathologists monitor the performance of analyses in one or several disciplines and act as permanent consultants to the relevant laboratory pathologists and prescribing doctors. They also play an active role in the scientific communication issued by the laboratory.

**Laboratory technician** Biomnis's laboratory technicians use manual and/or automated techniques to carry out medical analyses, in order to provide the pathologists and eventually, the patients with reliable results.

This kind of job requires a person to be highly organised, rigorous and a good team player.

We believe it is important that our laboratory technicians have a good scientific background, together with boundless curiosity. Our young graduates have the opportunity to learn about highly specialised techniques they are not commonly used. The profession requires very specific qualifications (BTS [2 year vocational training certificate] in Biological Analysis / BTS in Biotechnology / BTS in Bioanalysis and Testing / DUT [University Technology Diploma] in Biological Engineering with a second major in Biological Analysis).

**Medical administration related jobs** These are essential functions that cover several jobs, including Data Entry Operators, Medical Secretaries, and Account Secretaries.

Each of these is responsible for part of the files's administration process: data input operators enter sample records, medical secretaries take calls from customers and answer their questions, and account secretaries draw up invoices and follow up payment.

Our medical secretariat ensures that patients's files are dealt with in the best possible manner through their listening skills and diplomacy.

**Support staff** Support staff are all other staff within the company that assist the laboratory and operating teams to produce reliable results in the best possible conditions.

These functions naturally require solid technical skills (communication, building maintenance, accounting, IT, payroll, employment law etc.). They also require a proactive approach to improve the laboratory's performance, as well as excellent interpersonal relations to foster, trigger and support change.