Under supervision, responsible for the overall slide scanning program in the Department. This  
includes retrieval, scanning, and creating digital (remove 2 L's) images of pathology glass slides for storage in a  
database. This is a part-time position, Monday thru Friday, approximately 3-4 hours per day.  
  
 Responsible for developing a schedule for retrieval of slides requiring scanning on the  
Aperio scanning system for research, educational, and clinical purposes in a highly organized fashion. In addition  
to the schedule, performs the actual scheduled and on-demand pick up, scanning, and return of the slides after they are  
processed in a timely fashion, communicating with involved departmental staff and faculty when necessary.  
\*  
 Responsible for verifying the quality of each scanned image to ensure all areas of the image appear in focus and for returning slides after they are fully digitized and saved on intended server  
and/or media. Correctly updates the metadata about each saved image, manually entering data if necessary. Keeps accurate records of all ordered scans, order status, and of inventory of server contents using dedicated software. Performs other related duties as necessary.  
\*  
 Responsible for performing the technical functions for scanning, including slide  
orientation on the machine, set-up and slide annotation. Identifies critical areas on slide  
to ensure usable images are captured. Performs QA after slides are digitally  
prepared and entered into database. Completes the image analysis steps when corresponding image analysis has been ordered.  
  
Responsible for keeping track of scheduled scanner light bulb replacements, for performing the light bulb replacements, and for reaching out to the scanner vendor support team for troubleshooting purposes. Carefully monitors involved system health and informs the local system administrator of any unexpected hardware of software behavior, following up regarding the resolution. Monitors and troubleshoots via provided steps any unexpected behavior of the digital interfaces between involved systems.  
  
Highly desired requirements:  
 Previous education classes in Biology.  
 Knowledge and comfort with using PC graphical user interfaces and web sites  
 Knowledge of Excel

We are looking for a person who would be able to pick up the glass slides from multiple services, bring them to the scanner, load the batch of slides into the scanner, go through the scanning process, QA the scans, and return the slides. this person would have to maintain patient confidentiality, contact Aperio directly (and you Suman) for troubleshooting, change scanner light bulbs, monitor system uptime, respond to requests for slides and scans, and analyze images once we implement image analysis software...

This person would also use the software that Oleg is building for scan orders.

We need someone who can dedicate at least 20 hours a week to scanning. (We can accommodate up to 30 hours these days and may be more later). Ideally we are looking for someone who would be able to dedicate some hours every work day Mon-Friday or ideally at least 4 days a week.

Liza would continue to dedicate 7 of her own hours a week to scanning while she can in addition to this person.

At the interview I am hoping you will find out:

- What were this person's responsibilities in the lab and did she enjoy working there?

- Will we be able to trust this person with patient confidentiality and with handling patient's slides?

- Is this person comfortable with technology

- Oleg - If you give this person a quick demo of your system, how does she react?

-  Suman - If you show her c.med eSlideManager - how does she react?

- Can this person work independently?

- Would you enjoy working with this person?

Let me know if you need additional information...

I will also forward you the job description and her resume.