# Position Details

## Technical Services - CSOF5

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| The following information is for applicants | |
| Advertised Job Title | Mechanical Systems Engineer |
| Job Reference | 86836 |
| Tenure | Indefinite Full-time |
| Salary Range | AU$102,724 to AU$111,165 pa + up to 15.4% superannuation |
| Location(s) | ACDP site in Geelong |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian Citizens Only |
| Position reports to the | Technical Support Manager (TSM) |
| Client Focus – Internal | 100% |
| Client Focus – External | 0% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact [John Near] via email at john.near@csiro.au or phone +61 3 5227 5573 |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) or call 1300 984 220. |

**Acknowledgement of Country**

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the areas that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our [vision towards reconciliation](https://www.csiro.au/en/about/Indigenous-engagement/Reconciliation-Action-Plan).

### Role Overview

CSIRO has a complex property portfolio of owned and leased facilities within Australia. These scientific and research facilities are diverse both in location and type. CSIRO Business & Infrastructure Services (B&IS) is chartered with managing the services, maintenance, and operation of all CSIRO's scientific and research facilities.

B&IS delivers its services through two functions, which align CSIRO's strategic direction and scientific activities.

The Enterprise function, incorporates strategic, capital and estate issues; and The Regional Function, ensures the delivery of operational property services.

The Mechanical Systems Engineer is a member of the technical support group within B&IS which is based at the Australian Centre for Disease Protection (ACDP). ACDP (formerly known as the Australian Animal Health Laboratory) helps protect Australia’s multi-billion-dollar livestock and aquaculture industries, and the general public, from emerging infectious disease threats. It is a high-containment facility designed to allow scientific research into the most dangerous infectious agents in the world.

The Mechanical Systems Engineer provides professional engineering and technical support services for capital improvement, change management, maintenance, and operational activities. The role will use professional expertise and skilled interpersonal skills to lead and communicate responsive, considered and cost-effective solutions that support the mission of the B&IS team to Safely Operate and Maintain the ACDP Facility. The position will ensure the Integrity of ACDP’s High Containment Laboratory. We value Safety, Inclusion, Trust, Respect, and Pride in our work.

The role contributes solutions to ongoing projects, in response to operational and maintenance issues that impact, availability or maintenance interventions, or as part of formal change management processes. You will be expected to work closely with the relevant B&IS engineering resources to achieve these objectives. The role will also include project management from initiation to completion.

The position reports to the Technical Support Manger, which reports into Facilities Operations Program B&IS.

### Duties and Key Result Areas

* Provide professional engineering support to the technical officers and technicians of the local B&IS group.
* Project management of plant upgrades and other capital projects, including cost estimation, preparation of specifications and RFQs, contract administration, commissioning, and management of project deliverables.
* Provide technical support for major capital projects impacting the ACDP site.
* Contribution to configuration management via the change management system.
* Keep abreast of modern maintenance practice and introduce appropriate new maintenance technology and procedures into the department.
* Provide advice on mechanical engineering matters impacting on operations, maintenance, and change requests.
* Inform the Executive Manager – ACDP region immediately of matters that have potential to affect plant availability, microbiological security, work relationships, the health and safety of personnel and environment or may result in non-compliance with regulatory criteria.
* Achieve the objectives of the position as agreed with the TSM under the APA program.
* Update technical documentation for mechanical systems.
* Technical input into the review of Preventative Maintenance Schedules for mechanical systems in conjunction with the reliability group.
* Technical input into the development of maintenance policies and preventative maintenance task schedules for mechanical systems in conjunction with the reliability group.
* Interpret and apply department and CSIRO policy to the duties of the Technical Support group.
* Investigate and prepare written reports on plant failures and other incidents, determine the cause of failure, and develop permanent solutions in conjunction with the reliability group.
* Prepare reports for senior management as required.
* Provide technical support, develop and deliver training on operation and maintenance of mechanical plant and equipment to other staff as required.
* Ensure activities are undertaken in compliance with HS&E regulations, and with an appropriate safe system of work.
* Participate in the on-call roster to provide support and attend after-hours emergencies when required.
* Communicate effectively and respectfully with all staff, clients, and suppliers in the interests of good business practice, collaboration, and enhancement of CSIRO’s reputation.
* Work collaboratively with colleagues within your team, the business unit and across CSIRO, to reach objectives.
* Abide by and promote ACDP’s microbiological security regulations.
* Adhere to the spirit and practice of CSIRO’s Values, Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Zero Harm goals.
* Other duties as directed.

## **Selection Criteria**

#### Essential

*Under CSIRO policy only those who meet all essential criteria can be appointed.*

1. Bachelor’s degree in mechanical engineering or equivalent qualifications including eligibility for professional membership of the Institution of Engineers, Australia.
2. Five years’ experience in design, development, installation, commissioning and/or servicing of mechanical systems in an industrial, process industry, building services, or manufacturing plant environment. Demonstrated competence in some of the following technical areas of mechanical engineering:
   1. Steam generation and reticulation
   2. Building and process services including compressed air, natural gas, air conditioning and refrigeration
   3. Mechanical plant, including pressure vessels, heat exchangers, fans and pumps
3. A demonstrated commitment to HS&E, safe working practices, including access permit procedures.
4. Experience supporting the delivery of projects and/or contracts within time and budget.

**Desirable**

1. Experience working in a biocontainment environment.
2. A sound understanding of plant diagnostics and maintenance methods.
3. Computer literate and conversant in the use of computerised maintenance management systems.
4. Competence in the application of Risk Management techniques
5. Experience in creation and management of technical documentation.

## **Required Competencies**

* **Teamwork and Collaboration:** Cooperates with others to achieve organisational objectives and may share team resources in order to do this. Collaborates with other teams as well as industry colleagues.
* **Influence and Communication:** Uses knowledge of other party's priorities and adapts presentations or discussions to appeal to the interests and level of the audience. Anticipates and prepares for others reactions.
* **Resource Management/Leadership:** Sets up and maintains effective and efficient work teams and manages performance and resources, to achieve objectives. Chooses appropriate management strategies and communication styles to maintain high levels of motivation and productivity. Gives feedback for development purposes and provides support and direction for improvement.
* **Judgement and Problem Solving:** Investigates underlying issues of complex and ill-defined problems and develops appropriate response by adapting/creating and testing alternative solutions.
* **Independence:** Plans, sets and works to meet challenging standards and goals for self and/or others. Recognises where endeavours will make the most impact or difference, decides on desired outcome and sets realistic goals to reach this target.
* **Adaptability:**Copes with ambiguity or situations that lack clarity. Adapts readily to changing circumstances and new responsibilities (which may include activities outside own preferences) in the interests of achieving team objectives. Recognises the need for and undertakes personal development as a result of changes.

Special Requirements

Appointment to this role may be subject to conditions as detailed below.

This is a security assessed position. Appointment into the position is subject to the successful applicant holding or having the ability to hold an Australian Government security clearance at the Negative Vetting 1 level. Confirmation of the appointment is subject to obtaining that clearance.

The successful candidate will be required to obtain a National Health Security (NHS) Clearance.

The successful candidate will be asked to obtain and provide evidence of a National Police Check or equivalent. Please note that people with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.

Residence within 45 minutes travelling time of ACDP.

Security Assessment and Microbiological Security Requirements for Personnel Working on the Australian Centre for Disease Preparedness (ACDP) Site

1. Certain positions including those working in the ACDP microbiological secure area will require security clearance at a level appropriate to duties of the position. Confirmation of the appointment is subject to obtaining that clearance.
2. It is essential that all work on exotic or emerging diseases carried out at ACDP is conducted in a safe manner to prevent the escape of the disease agents used, and to this end, all activities and personnel will be subject to appropriate microbiological security measures. Consequently, while working at ACDP, you may not reside on a property on which are kept any of the following animals: sheep, cattle, pigs, goats, horses, asses, mules and camelids, any other cloven-hoofed animal, fowls, turkeys, geese, domestic ducks, caged birds, emus or ostriches. Personnel working with diseases of aquatic animals may not keep aquarium fish at their place of residence and at times specific species may be excluded depending on the nature of the work conducted.
3. In addition, for a period of seven days after working in the microbiologically secure area of ACDP, personnel may not have close contact with any of the above animals, amphibians or birds or the actual places where these animals are held, or visit any aquatic animal farm or aquatic animal hatchery.
4. Working in the barrier maintained Small Animal Facility or the Werribee Animal Health Farm requires avoidance of additional animals such as mice, rats, guinea pigs, rabbits, ferrets and poultry of a minimum of 3 days prior to arrival.
5. Certain positions will require medical assessment and vaccinations against various agents which may include (where applicable) influenza, Hepatitis b, Rabies, Japanese encephalitis, Q Fever and SARS-CoV-2 or other agents if working with certain viruses. The successful candidate will be required to provide satisfactory evidence of vaccination against certain viruses / diseases prior to commencement and/or may be expected to be vaccinated against other viruses/diseases during the course of their employment.
6. Positions working at PC4 will also require a pre-employment psychological assessment.
7. Given ACDP’s role in the International Regional Program, there may be a requirement for some personnel to travel internationally and if required for this work, suitable staff should be able to obtain a valid passport and obtain applicable vaccinations.
8. In the event of an emergency disease response, ACDP may be required to implement the Emergency Animal Disease Response Plan and personnel may be directed to work in areas other than their usual assignment in order to meet the needs of the response. This direction may include work outside usual working hours, and may require working onsite.
9. Personnel must abide by Occupational Health, Safety and Environment regulations. Safety signs and directives issued by CSIRO personnel must be complied with at all times.
10. Access restrictions apply to the Werribee Animal Health Facility (WAHF) site that is associated with, but remote from, the ACDP site.

Applicants must

* Possess a current driver’s licence.
* Be willing and able to adhere to CSIRO ACDP microbiological security requirements and HSE policies.
* Be willing and able to be vaccinated against rabies, hepatitis B, Japanese encephalitis, or other agents

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) and [Australian Centre for Disease Preparedness](https://www.csiro.au/en/Research/Facilities/AAHL) for more information.

CSIRO is a values-based organisation.  In your application and at interview you will need to demonstrate behaviours aligned to our values of:

* People First
* Further Together
* Making it Real
* Trusted