# Position Description

## Research Projects – CSOF4

The following information is for applicants

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| Advertised Job Title**:** | Analytical Chemist |
| Job Reference: | 86886 |
| Location: | Adelaide, South Australia |
| Salary Range: | AU $87k - $98k plus up to 15.4% superannuation |
| Relocation Assistance**:** | Will be provided to the successful candidate if required |
| Applications Are Open To: | Australian/New Zealand Citizens and Australian Permanent Residents Only |
| Percentage of Client Focus - Internal: | 30% |
| Percentage of Client Focus - External: | 70% |
| Reports to the: | Team Leader; Analytical Platform |
| Number of Direct Reports: | 0 |
| Name and Contact Details For Applicant Enquiries | Julie Dallimore  Email: [Julie.Dallimore@csiro.au](mailto:Julie.Dallimore@csiro.au) or Telephone: 08 8303 8861 |
| Contact Details For Applying | Call 1300 984 220 or email [careers.online@csiro.au](mailto:careers.online@csiro.au) |
| How to Apply: | Please apply online at [jobs.csiro.au](https://jobs.csiro.au/) and enter the requisition number**.** Internal applicants please apply via ‘Jobs Central’ through the ‘People Hub’ icon |

## Role Overview:

Research Projects staff in CSIRO work in collaboration with other research staff in undertaking scientific and technological activities. They play a central role in detailed planning, undertaking or assisting with experimental, observational or technological development activities, and in carrying out the more practical aspects of the work.

The Analytical Platform within CSIRO’s Human Health Program supports research in how foods, extracts and nutrients impact human health to support product innovation and substantiation for the agri-food, nutraceutical and health and wellness sectors. The Analytical Chemist will provide technical and scientific support in an analytical laboratory specialising in food chemistry and analysis of metabolites, hormones, nutritional and immune markers in human biological samples and a range of samples obtained from experimental animals. The analytical chemist will be highly experienced in undertaking sample analysis on GC and GC-MS and be experienced in undertaking routine maintenance of these pieces of equipment. A working knowledge of a range of other analytical instruments including HPLC is required.

They will have demonstrated skills in design, development, optimisation and validation of new analytical methods, preparation of clear and accurate standard operating procedures (SOPs), working independently to trouble-shoot issues and training and supporting less experienced staff and/or research students. The successful candidate will also be required to aid the chemical safety officer of the CSIRO Human Health Program and is therefore required to have a high level of familiarity with chemical safety requirements and legislation.

The role requires the ability to work collaboratively across research teams, institutions and industry colleagues/clients. Experience in preparation of quotes/proposals, project management and delivery of client reports will be viewed favourably.

## Duties and Key Result Areas:

* Undertake routine analyses of food and food ingredients, biological samples which include but are not limited to blood, faeces and urine from human and animal trials as part of the analytical team.
* Carry out experiments to assess biochemical/chemical analytes in human and animal biological samples, foodstuffs and/or ingredients on a range of analytical instruments (GC, GC-MS) using established methods to a high degree of precision and accuracy.
* Design new processes or apparatus by adapting existing techniques and components to meet special circumstances or undertake modifications to methods requiring some innovation.
* Design, optimise and validate analytical methods for new biochemical analytes.
* Prepare clear and accurate standard operating procedures for new/modified protocols.
* Undertake maintenance of all instrumentation in the lab and have a demonstrated ability to identify and correct instrumentation faults.
* Maintain accurate and up-to-date written records of all completed work.
* Prepare quotes/proposal, service agreements and study reports.
* Effectively manage projects, including budgets, to ensure delivery on time and within budget.
* Oversee the activities of less experienced staff and provide guidance on experimental/ technological techniques and protocols.
* Communicate openly, 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 as part of a multi-disciplinary, often regionally dispersed research team, and business unit to carry out tasks in support of CSIRO’s scientific objectives.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment plans and policies, Diversity initiatives and Zero Harm goals.
* Other duties as directed.

## Competencies:

1. **Teamwork and Collaboration: Proactively seeks and considers the ideas and opinions of others from within and outside the team to help form decisions, plans or actions.**
2. **Influence and Communication: Puts forward ideas by presenting factual information supported by data, definitions, examples, illustrations or other aids, which will assist in conveying meaning.**
3. **Resource Management/Leadership: Provides instruction and assists other staff to complete allocated tasks and activities.**
4. **Judgement and Problem Solving:** Identifies and considers the implications of a range of available alternatives in order to select the most appropriate response to problems of a familiar or recurring nature.
5. **Independence: Recognise and makes immediate changes to improve performance (faster, better, lower cost, more efficiently, better quality, improved client satisfaction).**
6. **Adaptability:** Willingness to change ideas or perceptions based on new information, contrary evidence or other people's points of view. Prepared to try out different approaches.

## Selection Criteria:

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

1. A relevant honours degree, or 5 years’ experience in a similar environment.
2. Demonstrated experience in the use of Gas Chromatography, and Gas chromatography – mass spectroscopy, including associated sample preparation techniques and method development, encompassing the chemical analysis of nutrients and bioactives in food and food components and/or metabolites in human and animal biological samples (faeces, blood and urine).
3. Demonstrated ability to troubleshoot issues in experimental protocols and undertake routine maintenance of analytical equipment.
4. Demonstrated understanding of chemical safety and familiarity with good laboratory practice.

## Desirable Criteria:

1. Experience in the operation of and development of methods by HPLC or LC-MS.
2. Experience in undertaking fee for service work, including preparation of quotes, service agreements and client reports and direct interaction with clients.
3. Experience with analysis of samples from clinical trials.
4. Willingness to assume corporate citizenship roles.

## Special Requirements:

1. The successful candidate must be able and willing to obtain a National Police Clearance prior to commencement.
2. Due to the nature of the work current vaccinations or a willingness to obtain them are essential for Hep A, Hep B and tetanus.

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