# Position Details

## Research Projects- CSOF6

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| The following information is for applicants | |
| Advertised Job Title | Fire Resistance Laboratory Manager |
| Job Reference | 95588 |
| Tenure | Specified Term of 3 years  Full-time |
| Salary Range | AU$121,455 – AU$142,321 per annum plus up to 15.4% superannuation |
| Location(s) | Sydney (North Ryde), NSW |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian/New Zealand Citizens and Australian Permanent Residents Only |
| Position reports to the | Group Leader – Fire Testing and Assessments |
| Client Focus – Internal | 20% |
| Client Focus – External | 80% |
| Number of Direct Reports | 3 |
| Enquire about this job | Contact Keith Nicholls via email at [keith.nicholls@csiro.au](mailto:keith.nicholls@csiro.au) or phone +61 472 832 278 |
| 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).

**Child Safety**

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our [Child Safe Policy](https://www.csiro.au/en/about/policies/child-safe-policy).

### Role Overview

The role of Research Projects staff in CSIRO is to collaborate in scientific and technological activities with other research staff usually by assisting with detailed planning, undertaking or assisting with experimental, observational or technology development work, and in carrying out the more practical aspects of the work.

CSIRO provides commercial testing services to industry, providing scientific evidence to demonstrate the performance of customer products and their compliance with standards and regulations. Fire resistance testing examines the ability of a product or system to resist the passage of fire through an element or weaken the element to an extent it cannot perform its structural or other intended function. Fire resistance is determined through full scale destructive fire testing, designed to replicate the product or systems intended end use application and, in some cases, structurally loaded. Quantifying the fire resistance behaviour of building products, systems and materials holds paramount significance to the safety, stability and response of a building or vehicle to a fire and is required by various building and vehicle regulations.

Fire Resistance Laboratory Manager (Team Leader – Fire-Resistance Testing) is an important leadership and technical role (20%/80%), and responsible for the provision of fire resistance testing services to the building, manufacturing and infrastructure sector. This role is primarily focused on managing, coordinating and delivering fire testing relating to building products and systems in accordance with the Deemed to Satisfy provisions of the National Construction Code (Building Code of Australia). The Fire Resistance Laboratory Manager will play a lead role in the externally funded testing projects undertaken by the group, which are crucial to being able to provide the testing capability to the nation's manufacturing, construction and infrastructure sectors in the area of fire resistance and passive fire protection. They will be required to maintain and grow the technical skills, capability and the commercial viability of the Fire Testing Group at North Ryde.

In a leadership capacity, this role will also provide day-to-day leadership to staff and operational activity in the team, and supports the Group Leader with implementation of impact, capability science, and people leadership activities. It is expected that, as a Team Leader, they will spend approximately 20% of their time involved in the leadership activities comprising the role. They will supervise the activities of others, and as immediate managers of staff, will support the development of staff, establish workplace culture and have a focus on HSE and wellbeing. The Fire Resistance Laboratory Manager will still be expected to maintain their own professional development as an engineer or scientist, including generation of and delivery to projects, and leadership of projects of scale and/or complexity.

### Duties and Key Result Areas

Under limited supervision:

* Operate independently, using sound judgement when providing testing services within the scope the laboratory accreditation and capability.
* Provision of testing services delivered through written reports relating the fire protection materials and systems for the purpose of demonstrating compliance with the Deemed to Satisfy provisions of the BCA as well as international codes and regulations.
* Liaison with the Fire Assessment and Reaction to Fire teams where client’s needs or projects span other teams within the laboratory
* Manage and coordinate project enquiries and project delivery outcomes and timeframes within budget expectations.
* Liaise with the Fire Assessment team as required to assist in the determination of client requirements, data analysis and technical reporting requirement in accordance with Australian and International fire test standards.
* Undertake planning of projects and accept responsibility for the scheduling and completion of significant parts of projects, including allocating and directing tasks where appropriate.
* 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.
* Be accountable for the quality of the results delivered, the alignment of the project activities with the business, research and/or technology directions.
* Play a key advisory role in decisions concerning scientific and/or technological, safety direction of the laboratory.
* Maintain a sound understanding of the client’s business or a market opportunity, negotiate work requirements with clients or project teams and ensure that client and project team needs are met.
* Act as a trusted advisor and demonstrate creativity to determine and anticipate client or project needs.
* Identify and adapt quickly to changes in client or project needs and changes in the external environment.
* Gain the support of influential clients for the goals of their project(s).
* Represent the organisation in external scientific or technological forums as required and may establish and lead such forums.
* 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.
* Maintain an awareness of trends in testing, regulation, compliance , research, building technology, testing technology.
* Other duties as directed.
* **Impact Science Leadership**
  + Develop a positive team working environment characterised by science excellence, creativity, innovation and flexibility.
  + Assist the Group Leader to identify new opportunities for science delivery, impact and adoption.
  + Deliver on project solutions to external customers/stakeholders.
  + Support compliance with CSIRO's Project Implementation Standards in the Team.
* **Capability Leadership**
  + Strive for ‘Zero Harm’ (physical and psychological) and actively promote a healthy, safe and environmentally sustainable workplace.
  + Assist the Group Leader to develop and retain world class talent which will meet current and future needs of the Group.
  + Model appropriate and professional behaviour in the workplace and manage people matters proactively.
  + Build an effective team and manage career development for staff.
  + Support optimisation of workforce deployment - including skills utilisation, absences, development, changes needed as Team projects evolve during execution.
  + Support change initiatives and deliver change messages across the Research Team.
* **Resource Leadership**
  + Support the Research Group Leader in the management of financial resources, people, infrastructure and other assets to ensure their effective and efficient use.
  + Monitor financial and project performance when appointed as a Project Leader.
  + Ensure effective management of physical infrastructure and resources in an environmentally sustainable way.
  + Comply with best practice governance and management of commercial activities and intellectual property in the Program.
* **Engagement and Partnerships**
  + Support the Research Director and Group Leader to convey Business Unit strategy and Program goals to staff.
  + Cultivate cross-CSIRO networks to execute CSIRO's Business Unit strategy.
  + Support the Group Leader in coordination of engagement of Group staff with key stakeholders and clients.
  + As appropriate develop and maintain national and/or international research collaborations and professional networks to keep abreast of emerging advances in relevant science fields.
  + As appropriate engage with customers/stakeholders/partners and identify opportunities for future collaboration - including with other Programs, Business Units and beyond CSIRO (national and global innovation systems).

## **Selection Criteria**

#### Essential

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

1. Relevant trade certificate/diploma/bachelor’s degree or equivalent relevant work experience in Engineering fields such as Structural Engineering or Mechanical Engineering.
2. Strong communication skills and writing of detailed technical reports for commercial clients.
3. Track record creating and fostering cooperation within a team environment and between teams.
4. Relevant knowledge of the Building Code of Australia (BCA) Deemed to Satisfy provisions relating to the fire resistance of building elements and systems.
5. Relevant knowledge of Australian and International fire testing standards, assessment guidelines and related fire design standards.
6. Project management experience.
7. Demonstrated ability to operate in commercial environments subjected to change and external constraints.
8. Demonstrated understanding with OH&S regulation and its application to a fire test laboratory.
9. Experience working with ISO 9000/ISO17025 management systems.

## **Desirable**

1. 2+ years relevant technical experience of fire resistance testing.
2. Experience delivering engineering consultancies within a quality management environment meeting the requirements of ISO 9000.
3. Well-developed experience in laboratory tests and field investigations and/or laboratory equipment or other relevant experience relating to the fire performance of building systems.
4. Experience within a NATA Accredited operating environment.

## **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 team as well as industry colleagues.
* **Influence and Communication:** Identifies critical stakeholders and influences them via an influential third party, for example through an established network, to gain support for sometimes contentious, proposals / ideas.
* **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:** Anticipates and manages problems in ambiguous situations. Develops and selects an appropriate course of action and provides for contingencies. Evaluates, interprets and integrates complex bodies of information and draws logical conclusions, synthesises proposals and defends options with reasoned arguments.
* **Independence:** Assesses the risk and opportunity of identified strategies, options and actions. Overcomes problems and setbacks in achieving goals. Invariably includes consideration of value-added future impact on bottom line when determining the optimal and efficient use of resources.
* **Adaptability:**Demonstrates flexibility in thinking and adapts to and manages the increasing rate of organisational change by adjusting strategies, goals and priorities.

Special Requirements

Appointment to this role is subject to provision of a pre-employment background check and may be subject to other security/medical/character clearance requirements.

* The successful candidate will undertake a pre-employment background check. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.
* The successful candidate will have the ability to operate a vehicle or machinery requiring a licence (or the ability to obtain a licence), including forklift and gantry crane.

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) and [CSIRO Fire Testing Technology](https://research.csiro.au/infratech/fire-safety/fire-testing/) 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