Position Details

Technical Services- CSOF4

THE FOLLOWING INFORMATION IS FOR APPLICANTS	
Advertised Job Title	CBIS Senior Technician - Electrical & Instrumentation
Job Reference	99826
Tenure	Indefinite, Full-time
Salary Range	AU$96,811 – AU$109,527 per-annum (pro-rata for part time) plus up to 15.4% superannuation
Location(s)	Australian Centre for Disease Preparedness (ACDP) Geelong
Relocation Assistance	Will be provided to the successful candidate if required
Applications are open to	Australian Citizens Only
Position reports to the	Electrical Tech Supervisor (ACDP)
Client Focus – Internal	90%
Client Focus – External	10%
Number of Direct Reports	0
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
Enquire about this job	Contact Fergus Dawson via email at Fergus.dawson@csiro.au

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.

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.

Role Overview

The role of Technical Staff in CSIRO is to provide support for scientific research in a diverse range of laboratory and field situations across a range of different research projects. This support consists of applying accepted technical practices and developing new practices. The work is usually carried out as a member of a centralised service.

The role of the CBIS Senior Technician - Electrical & Instrumentation is to proactively plan and perform Electrical and/or Instrumentation maintenance and repair activities so as to provide a consistently responsive, reliable and cost effective service to the ADCP.

Under the general direction of the CBIS Electrical Tech Supervisor, this role manages a service, supporting many users and undertakes a wide variety of tasks which may have a high degree of technical difficulty. This role also documents procedures and trains clients in systems and processes.

The role has out-of-hours and call-out responsibilities covering ACDP and requires the person to physically access all areas in the site. The role also participates in the after-hours "on call" roster which provides a 24/7 emergency response for the site.

Duties and Key Result Areas:

Under the general direction of the CBIS Co-ordinator-Electrical:

- Plan and perform maintenance, installations, and repair of electrical and instrumentation systems.
- Conduct diagnostics, fault finding and troubleshooting on complex electrical and instrumentation systems.
- Execute preventive and corrective maintenance to ensure optimal equipment performance including:
  - Instrumentation calibrations pressure, temperature, level and flow devices.
  - High voltage systems including power generation.
  - Motors and motor control systems
  - PLC systems
  - UPS backup systems
  - General Lighting
- Ability to use and interpret control system and electrical schematics, engineering drawings, operating and maintenance manuals to diagnosis faults and complete tasks.
- Ensure all work activities are captured and recorded in the Computerized Maintenance Management System (CMMS), all necessary data is entered and that all material and labour effort expended on tasks are recorded.

- Contribute to and comply with CSIRO policies and procedures relevant to the conduct of electrical, instrument and control systems maintenance, repair and calibration activities.

- Proactively contribute to and ensure the implementation of a safe working environment and safety policies and procedures. Proactively contribute to and provide input to updating records for statutory maintenance requirements, site records, facility drawings plus operating and maintenance manuals.

- Work as part of a multi-disciplinary team, performing tasks under limited direction.

- Liaise with clients to determine their needs and take personal responsibility for their satisfaction, correct problems promptly and in a constructive manner.

- Participate in the planning of projects and accept responsibility for carrying out major parts of the project, including data analysis, and typically make significant contributions to the interpretation and communication of results.

- Develop original techniques, processes, equipment or software, especially when encountering new problems where methods are not defined and initiative is required in seeking new approaches to improve the service provided and meet client needs.

- 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.

- Adhere to the spirit and practice of CSIRO's Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Making Safety Personal goals.

- Perform other duties and work across all areas in the ACDP Region as directed by the Executive Manager – CBIS ACDP or their delegate.

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:** Allocates activities, directs tasks and manages resources to meet objectives. Provides coaching and on the job training, recognises and supports staff achievements and fosters open communication in the team.

- **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:** Recognise and makes immediate changes to improve performance (faster, better, lower cost, more efficiently, better quality, improved client satisfaction).

- **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.

Selection Criteria

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

Pre-Requisites:

- **Qualifications:** Electrical (Victorian A grade) and Instrumentation trade qualifications.
- **Experience:** Significant experience on process control and or electrical systems and in an industrial, process industry, building services, or manufacturing plant environment.

Essential Criteria:

1. A Dual Trade Qualification (Electrical & Instrumentation)

2. Demonstrated maintenance experience in an industrial, process industry, building services, or manufacturing plant environment in both:
    a. Plant instrumentation including calibration of pressure, temperature, flow and process controls; and
    b. Plant electrical systems, including Power Generation, High Voltage and Low Voltage power distribution, motor control systems, general light and power circuits

3. Experience in independently diagnosing and resolving problems on process control and or electrical systems

4. Competence to accurately interpret control system and electrical schematics, engineering drawings, operating and maintenance manuals.

5. Excellent written and verbal communication skills including demonstrated experience to effectively work as part of a team.

6. A demonstrated commitment to OHS&E, safe working practices, including Lock out - Tag out and permit systems.

Desirable Criteria:

1. Possession of High Voltage Operators Licence
2. Demonstrable understanding of and experience with SCADA or similar plant control systems, programmable logic controllers (PLC) and variable speed drives (VSD).

Other special requirements:

Applicants must:
1. Possess a current driver's licence, reside within 45 minutes travelling time to ACDP and be willing to participate in an on-call roster.
2. Be willing and able to adhere to CSIRO ACDP microbiological security requirements and HSE policies.

3. Be willing and able to be vaccinated against rabies, hepatitis B, Japanese encephalitis or other agents.

Special Requirements

Appointment to this role may be subject to conditions including provision of a national police check as well as other security/medical/character clearance requirements.
Include if relevant:

- 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.
- The successful candidate will be required to undertake a pre-employment medical examination prior to commencement.
- This is a security assessed position. Applicants must be an Australian citizen, with successful candidate either holding or having the ability to obtain a Negative Vetting 1, Australian Government security clearance.

Note: CSIRO utilises the Australian Government Security Vetting Agency to conduct its security clearances. Further information regarding security clearances may be found at http://defence.gov.au/AGSVA/resources.asp
To obtain an Australian Government security clearance, 10 years' worth of background information verifiable by independent and reliable sources is required.

Security Assessment and Microbiological Security Requirements for Personnel Working on the ACDP Site.

- The nature of our work requires that each person working on site must comply with the conditions described below.

- The appointee is required to pass a security clearance at a level appropriate to duties of the position. Confirmation of the appointment is subject to obtaining that clearance.

- 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 and mules, 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 personnel working with cane toad material must avoid contact with amphibians.

- 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.

- Working in the barrier maintained Small Animal Facility requires avoidance of additional animals such as mice, rats, guinea pigs, rabbits and poultry 3 days prior to arrival.

- It is usual practice in laboratories where work with infectious disease agents is carried out, to collect a blood sample from personnel and store serum for future reference. This is a safety precaution, so that if any person becomes ill in the future, serum samples are available for testing.

Personnel must abide by Occupational Health, Safety and Environment regulations. Safety signs and directives issued by CSIRO personnel require compliance.

About CSIRO:

We solve the greatest challenges through innovative science and technology. To find out more visit us online!

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