



## Position Details

### Research Projects- CSOF3

#### THE FOLLOWING INFORMATION IS FOR APPLICANTS

<b>Advertised Job Title</b>	Research Projects Officer – Insectary
<b>Job Reference</b>	100834
<b>Tenure</b>	Indefinite, Full-time
<b>Salary Range</b>	AU\$73,567 - AU\$93,630 per annum (pro-rata for part-time) plus up to 15.4% superannuation
<b>Location(s)</b>	Australian Centre for Disease Preparedness (ACDP), Geelong
<b>Relocation Assistance</b>	Not applicable
<b>Applications are open to</b>	Australian and New Zealand Citizens
<b>Position reports to the</b>	Team Leader
<b>Client Focus – Internal</b>	80%
<b>Client Focus – External</b>	20%
<b>Number of Direct Reports</b>	0
<b>Enquire about this job</b>	Melissa Klein <a href="mailto:melissa.klein@csiro.au">melissa.klein@csiro.au</a> +61 3 52275382 Prasad Paradkar <a href="mailto:prasad.paradkar@csiro.au">prasad.paradkar@csiro.au</a> +61 3 52275462
<b>How to apply</b>	Apply online at <a href="https://jobs.csiro.au/">https://jobs.csiro.au/</a> Internal applicants please apply via <b>Jobs Central</b> If you experience difficulties when applying, please email <a href="mailto:careers.online@csiro.au">careers.online@csiro.au</a> 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](#).

### 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 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's Vector Borne Pathogens team, sitting within the Health and Biosecurity Research Unit, is seeking to appoint a Research Projects Officer to support the daily operations of the Insectary and contribute to experimental work. The role will involve responsibilities such as arthropod breeding, infection and dissection procedures, application of molecular and cell culture techniques, as well as general Insectary maintenance and compliance.

This position will be based within the high containment (PC3) laboratories at the CSIRO's Australian Centre for Disease Preparedness (ACDP) facility.

## **Duties and Key Result Areas**

Under the direction of the Team Leader, the Research Projects Officer will:

- Breed mosquitoes and/or other arthropods for experimentation.
- Keep accurate and up to date records as per regulations (e.g. DAFF, OGTR and CSIRO).
- Perform routine maintenance of the Insectary by keeping it clean, organised and well stocked, and ensuring equipment is maintained to a safe operational standard.
- Under limited supervision, design and perform straightforward experiments and routine laboratory analyses, design new processes or apparatus by adapting existing techniques and components to meet special circumstances or undertake modifications to methods requiring some innovation.
- Work on several parallel and competing tasks, discussing priorities with the Team Leader.
- Oversee the activities of less experienced staff and provide guidance on experimental/ technological techniques and protocols as required.
- Respond courteously and efficiently to client requests, maintaining clear communication regarding mutual expectations and monitoring client satisfaction.
- 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 research team to carry out tasks in support of CSIRO's scientific objectives.
- Adhere to the spirit and practice of CSIRO's Values, Code of Conduct, Health, Safety and Environment procedures and policy and diversity initiatives.
- Abide by and promote ACDP's microbiological security regulations.
- Other duties as directed.

## Selection Criteria

### Essential

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

1. Relevant diploma/bachelor's degree or equivalent relevant work experience in laboratory techniques/technology.
2. Excellent interpersonal, written, and verbal communication skills.
3. Excellent attention to detail and record keeping skills.
4. Excellent time management skills and ability to work on parallel tasks.
5. Demonstrated ability to undertake manual handling and operate equipment safely in accordance with Health and Safety Procedures.
6. Fulfill special ACDP 'Special Requirements' as outlined below.

### Desirable

1. PC3 laboratory knowledge and experience.
2. Experience in entomology.

### Required Competencies

- **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.
- **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.
- **Resource Management/Leadership:** Provides instruction and assists other staff to complete allocated tasks and activities.
- **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.
- **Independence:** Recognise and makes immediate changes to improve performance (faster, better, lower cost, more efficiently, better quality, improved client satisfaction).
- **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.

### Special Requirements

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

**ACDP Special Conditions that staff must comply with:**

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 such as influenza, rabies, hepatitis B, Japanese encephalitis or other agents as specified if required for the role performed.
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. Should an emergency response situation arise, ACDP may be required to implement the Emergency Animal Disease Response Plan and personnel may need to contribute to response requirements, including after-hours work.
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.

**The successful candidate will be required to:**

1. Obtain and provide evidence of a National Police Clearance or equivalent. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.
2. Undertake a National Health Security Check (to be arranged post-commencement).
3. Obtain and maintain a security clearance at the Negative Vetting Level 1 (to be arranged post-commencement).

## About CSIRO

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](#) and 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