**Facilities Technician – Grounds and Environment**

**CSIRO CANBERRA DEEP SPACE COMMUNICATION COMPLEX**

421 Discovery Drive, Tidbinbilla ACT 2620

PO Box 1035, Tuggeranong ACT 2901 Australia

**csiro.au** | ABN 41 687 119 230

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| **The following information is for applicants** | |
| Advertised Job Title | Facilities Technician – Grounds and Environment  Canberra Deep Space Communication Complex (CDSCC) |
| Job Reference | 77679 |
| Tenure | Indefinite - full-time or part-time (minimum 0.8 FTE) |
| Classification | SCT 1.1 – 2.4 |
| Salary Range | AU$66,018 - AU$89,320 pa + up to 15.4% superannuation (plus Tracking Station Allowance $6,160.88) pro-rata for part-time |
| Location(s) | Tidbinbilla, ACT  Canberra Deep Space Communication Complex (CDSCC) |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian Citizens and Permanent Residents, who are able to meet the US Export Administration Regulation requirements (eligibility to be determined) |
| Position reports to the | Facilities Team Leader, CDSCC |
| Client Focus – Internal | 100% |
| Client Focus – External | 0% |
| Number of Direct Reports | 0 |
| Enquire about this job | Damon Craig via email at [dcraig@cdscc.nasa.gov](mailto:dcraig@cdscc.nasa.gov) phone  02 6201 7872 |
| 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. |

### Role Overview

This position of Facilities Technician – Grounds and Environment is part of the Facilities team and works under limited direction and routine supervision. The Facilities Technician performs routine maintenance of various site facilities including but not limited to, grounds, landscaping, sewage and water treatment plants, fuel systems, safety systems, environmental protection and management as well as assisting tradesman in more complex facilities tasks where required. The Facilities Technician manages contractors on a regular basis to support various maintenance contracts and site projects.

The **Canberra Deep Space Communication Complex (CDSCC)** supports ground-based spacecraft telecommunications as part of the international National Aeronautic Space Administration (NASA) Deep Space Network (DSN), under contractual arrangements between the NASA and Commonwealth Scientific Industrial Research Organisation (CSIRO).

### Duties and Key Result Areas:

* Operate equipment including light trucks, backhoes, mowers, skid steers, forklifts, Elevated work platforms (EWPs), tractors and motorised hand tools.
* Perform basic maintenance on associated equipment.
* Perform grounds, lawns and garden maintenance.
* Assist in heavier landscaping and similar duties, utilising heavy plant equipment.
* Maintain CDSCC grounds and outlying areas in accordance with the Site Environmental Management Plan.
* Carry out minor repairs to vehicles damaged in accidents.
* Perform basic building maintenance tasks where required.
* Provide information required to complete and update work orders and risk assessments.
* Wash cars and perform basic mechanical checks including tyre pressures, fluid levels etc.
* Perform basic fleet maintenance tasks including tyre changes, wheel balancing and alignment.
* Assist in excavation works including concreting and conduit installation.
* Perform daily, weekly, monthly and annual checks on the site fuel system and manage contractors in the repair and scheduled maintenance of the system.
* Perform daily checks of the site sewage plant and manage contractors in the repair and scheduled maintenance of the system.
* Ensure contractors that are onsite to support projects, installations and other activities are supervised, meet relevant requirements e.g. security, EAR, licences and work in accordance with all safety standards and procedures.
* Provide advice to the Facilities Team Leader regarding updating maintenance plans/schedules for all new and existing equipment.
* Support contractors in the repair and upgrade of plumbing works as required.
* Assist other trades in the Facilities teams as required.
* Role model a culture of continuous improvement that streamlines and/or automates current practices and reduced waste.
* Strive for “Zero Harm” (physical and psychological) by supporting of Business Unit HSE initiatives.
* 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.
* Other duties as directed.

## Selection Criteria

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

***Essential Criteria:***

1. **Education/Qualifications:** Year 10 Certificate.
2. **Other Certifications (current or ability to obtain within 3 months):**

* An Australian Class ‘C’ driver’s license (or equivalent)
* Working at Heights and Confined Spaces Training
* Elevated Work Platform (EWP)
* White Card
* Working with asbestos training
* Chemcert accreditation

1. Experience with horticulture and/or grounds maintenance in an industrial maintenance environment.
2. Previous experience with a range of power hand tools, mobile plant and equipment (e.g. skid steer, excavator, tractor, elevated work platforms and ride on mower).
3. Ability to work effectively independently or as part of a diverse multi-skilled team.
4. Demonstrated willingness to learn new skills and work across a diverse range of tasks and activities.

**Desirable Criteria:**

1. Experience using Microsoft Office products.
2. Truck license.
3. Experience with sewage and water treatment plants.
4. Knowledge of environmental protection practices.
5. Contractor management experience.

## 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

* The successful candidate will be required to 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.
* As this site works directly with NASA and JPL, the successful applicant will be required to obtain an Export Administration Regulations (EAR) clearance/approval, to perform the inherent requirements of the position.

**About CSIRO:**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) and [Space and Astronomy](https://www.csiro.au/en/Research/Astronomy) 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