# Position Details

## Technical Services- CSOF5

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| The following information is for applicants | |
| Advertised Job Title | Electrical Systems Engineer |
| Job Reference | 72262 |
| Tenure | Specified Term of 12 months  Full-time |
| Salary Range | AU$98,735 to AU$106,848 pa + up to 15.4% superannuation |
| Location(s) | ACDP, East Geelong |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian Citizens Only |
| Position reports to the | Technical Support Manager |
| Client Focus – Internal | 100% |
| Client Focus – External | 0% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact John Near via email at john.near@csiro.au or phone +61 3 5227 5573 |
| 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

CSIRO has a complex property portfolio of owned and leased facilities within Australia. These scientific and research facilities are diverse both in location and type. CSIRO Business & Infrastructure Services (B&IS) is chartered with managing the services, maintenance, and operation of all CSIRO's scientific and research facilities.

B&IS delivers its services through its Enterprise functions, which incorporates strategic, capital and estate issues; while the B&IS teams within each region deliver the operational property services. BIS's strategy and operational activities align with CSIRO's strategic direction and scientific activities.

Reporting to the Technical Support Manger, the electrical systems engineer as a member of the technical support group provides professional engineering and technical support services for capital improvement, change management, maintenance, and operational activities. They will use their professional expertise and strong people skills to lead and communicate responsive, considered and cost effective solutions that support the mission of the B&IS team to Safely Operate and Maintain the Australian Centre for Disease Protection (ACDP) Facility to ensure the Integrity of ACDP’s High Containment Laboratory. We value Safety, Inclusion, Trust, Respect, and Pride in our work.

The role includes solution contributions to ongoing projects, in response to operational and maintenance issues that impact availability or maintenance interventions or as part of formal change management processes. You will be expected to work closely with the relevant B&IS engineering resources to achieve these aims. The role will also include project management from initiation to completion.

### Duties and Key Result Areas:

* Provide professional engineering support to the technical officers and technicians of the local B&IS Group.
* Monitor energy demand and consumption profiles and develop strategies for minimisation of costs.
* Project management of plant upgrades and other capital projects, including cost estimation, preparation of specifications and RFQs, contract administration, commissioning, and management of project deliverables.
* Contribution to configuration management via the change management system.
* Keep abreast of modern maintenance practice and introduce appropriate new maintenance technology and procedures into the department.
* Provide advice on complex electrical engineering matters impacting on operations, maintenance, and change requests.
* Inform the Executive Manager – AAHL region immediately of matters that have potential to affect plant availability, microbiological security, work relationships, the health and safety of personnel and environment or may result in non-compliance with regulatory criteria.
* Achieve the objectives of the position as agreed with the TSM under the APA program.
* Ensure compliance with CSIRO and department policies and procedures relevant to the conduct of maintenance and operations activities, including EEO and HS&E.
* Update technical documentation for HV/LV systems, power generation and electrical plant.
* Technical input into the review of Preventative Maintenance Schedules for existing HV/LV systems, power generation, distribution network and electrical plant in conjunction with the reliability group.
* Technical input into the development of maintenance policies and preventative maintenance task schedules for new electrical plant in conjunction with the reliability group.
* Interpret and apply department and CSIRO policy to the duties of the Technical Support group.
* Investigate and prepare written reports on plant failures and other incidents, determine the cause of failure, and develop permanent solutions in conjunction with the reliability group.
* Prepare reports for senior management as required.
* Provide technical support and training on operation and maintenance of electrical plant and equipment to other staff as required.
* Ensure activities are undertaken in compliance with HS&E regulations, and with an appropriate safe system of work.
* Participate in the on-call roster to attend after-hours emergencies when required.
* Communicate 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 with colleagues within your team, the business unit and across CSIRO, to reach objectives.
* Abide by and promote AAHL’s microbiological security regulations.
* 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.

## **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.

## **Selection Criteria**

#### Essential

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

1. Degree in an appropriate engineering discipline (electrical or electronic) from a recognized tertiary educational institution, together with eligibility for professional membership of Engineers Australia.
2. Five years’ experience in design, development, installation, commissioning and/or servicing of electrical systems, process instrumentation and controls gained in a heavy industrial, process industry, building services, or manufacturing plant environment. Demonstrated competence in the following technical areas of electrical engineering:
   1. Power Generation and High Voltage Distribution Equipment
   2. Building services and Mechanical plant
3. A demonstrated commitment to HS&E, safe working practices, including access permit procedures

## **Desirable:**

1. Competence in the application of Risk Management techniques.
2. A sound understanding of plant diagnostics and maintenance methods.
3. Computer literate and conversant in the use of computerised maintenance management systems.
4. Expertise in computers and network systems involving automated control systems.
5. Experience in project management and contractor management.
6. Competence in the fields of process control and instrumentation.
7. Expertise in computers and network systems involving automated control systems.
8. Experience in design, development, installation, commissioning and/or servicing of SCADA & PLC systems for process plant.
9. Experience in creation and management of electrical documentation and software packages.

Special Requirements

Appointment to this role may be subject to conditions as detailed below.

This is a security assessed position. Appointment into the position is subject to the successful applicant holding or having the ability to hold an Australian Government security clearance at the Negative Vetting 1 level. Confirmation of the appointment is subject to obtaining that clearance.

The successful candidate will be required to obtain a National Health Security (NHS) Clearance.

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 applicant will be required to abide by ACDP (formerly AAHL) - Security Assessment and Microbiological Security Requirements for Personnel Working on the Australian Animal Health Laboratory (AAHL) Site.

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

* 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.
* 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.

Applicants must

* Possess a current driver’s licence.
* Be willing and able to adhere to CSIRO ACDP microbiological security requirements and HSE policies.
* Be willing and able to be vaccinated against rabies, hepatitis B, Japanese encephalitis, or other agents

## **About CSIRO:**

We solve the greatest challenges through innovative science and technology. To find out more visit us [online](http://www.csiro.au/)!

Find out more about the CSIRO [Australian Centre for Disease Prevention](https://www.csiro.au/en/Research/Facilities/AAHL)

CSIRO is a values-based organisation. We expect our employees to demonstrate behaviours aligned to our values of:

• People First

• Further Together

• Making it Real

• Trusted