# Position Details

## Technical Services- CSOF3

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| The following information is for applicants | |
| Advertised Job Title | Refrigeration Tradesperson |
| Job Reference | 74444 |
| Tenure | Indefinite  Full-time or Part-time |
| Salary Range | AU$64,866 to AU$82,556 pa (pro-rata for part-time) + up to 15.4% superannuation + allowances |
| Location(s) | Geelong, VIC |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian Citizens Only |
| Position reports to the | Mechanical Supervisor |
| Client Focus – Internal | 95% |
| Client Focus – External | 5% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Ross Hodge via email at [Ross.Hodge@csiro.au](mailto:Ross.Hodge@csiro.au) |
| 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

The Australian Centre for Disease Preparedness (ACDP) is the national animal health diagnostic, research and bio-containment facility, which plays a vital role is maintaining Australia's capability to quickly diagnose exotic and emergency animal diseases. ACDP is a national facility operated by CSIRO. Continued performance of the complex containment systems, vital to the safe conduct of scientific work and the reputation of the laboratory in scientific, rural and political communities, is heavily dependent upon a comprehensive and carefully conducted maintenance program.

Maintenance and Engineering Services at the ACDP Facility are provided by CSIRO Business and Infrastructure Services (CBIS). The ACDP CBIS team is a multi-discipline group of engineering professionals, trades people and operational support services staff who provide maintenance and operation of services and plant required for the proper functioning of the research facility.

Reporting to the Mechanical Supervisor, the Refrigeration Tradesperson is responsible for carrying out maintenance activities and provide support in the day to day operation of a variety of refrigeration and mechanical plant and systems within the secure and non-secure areas at ACDP. Working as part of the CBIS team, you will provide prompt response for breakdown and repair maintenance and apply your extensive technical skills and knowledge to implement timely rectification of faults and conduct of planned maintenance. You will collaborate with Maintenance Group team members and other groups to ensure safe, cost effective and timely maintenance is carried out in line with the agreed maintenance priorities and the published annual maintenance plan.

### Duties and Key Result Areas:

* Ensure safety is a priority focus for maintenance activities, and that yourself and peers incorporate safety in task planning and completion.
* Perform preventative and corrective maintenance activities and attend to breakdown requirements of Large chillers, HVAC, temperature controlled rooms, heat exchangers and climate control systems typically found in large commercial buildings.
* Maintenance of specialised scientific equipment such as ultra-low temperature freezers, Liquid Nitrogen systems, microscope cooling systems and centrifuges.
* Management and reporting of Ozone depleting gases under the ARC procedures.
* Application of relevant codes of practice, and participate in related quality system to ensure appropriate compliance with refrigeration licences and codes.
* Manage individual tasks in terms of fault diagnosis, client liaison, material procurement and labour management.
* Provide verbal and written reports, to the Mechanical Supervisor and/or Maintenance Engineer regarding issues concerning completion of maintenance tasks and plant state and performance.
* Assist with scheduling and logistics management for minor repairs and maintenance on mechanical, refrigeration and/or hydraulic systems within ACDP.
* Provide miscellaneous site support activities such as relocation and installation of equipment.
* Implement safety policies and procedures to ensure a safe working environment.
* Input maintenance records for statutory requirements and maintenance history.
* Ensure all work activities are captured and recorded in the Computerized Maintenance Management System.
* Participate in the afterhours "on call" roster to provide a 24/7 emergency response for the site.
* Communicate 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.
* Other duties as directed.

### 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 must be complied with at all times.

Access restrictions apply to the Werribee Animal Health Facility (WAHF) site that is associated with, but remote from, the ACDP site.

## **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.

## **Selection Criteria**

#### Essential

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

1. A trade qualification and relevant licenses in Refrigeration with demonstrated experience in the maintenance and operation of refrigeration systems as found in a large commercial, industrial or laboratory facility. These systems should include large chillers, HVAC, temperature-controlled rooms, heat exchangers and climate control systems.
2. Demonstrated experience in diagnosing and resolving problems on refrigeration systems listed above
3. Demonstrated experience using a Computerised Maintenance Management System for workflow monitoring, failure reporting and logistics management.
4. Demonstrated experience in working within a multi-discipline team on minor and major maintenance activities.
5. Demonstrated experience in using Safety systems as part of the work process.

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.

* The successful candidate will be required to obtain and maintain a security clearance at the NV1 Level
* ACDP - Security Assessment and Microbiological Security Requirements for Personnel Working on the Australian Centre for Disease Preparedness (ACDP) Site.

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* Further Together
* Making it Real
* Trusted