# Position Details

## Administrative Services- CSOF5

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| The following information is for applicants | |
| Advertised Job Title | Senior Market Research Analyst |
| Job Reference | 72861 |
| Tenure | Specified Term of 3 years  Full-time |
| Salary Range | AU$98,735 to AU$106,848 pa + up to 15.4% superannuation |
| Location(s) | Sydney, NSW; Melbourne, VIC; Canberra, ACT; or Pullenvale, QLD |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian Citizens Only * Australian/New Zealand Citizens and Australian Permanent Residents Only |
| Position reports to the | Insights Manager |
| Client Focus – Internal | 80% |
| Client Focus – External | 20% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Lydia Lopes via email at Lydia.Lopes@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

CSIRO’s vision is to be Australia’s innovation catalyst, boosting the country’s innovation performance and creating value for our customers that makes a positive difference to our nation. The focus is on Australia’s future and cultivating a competitive edge for participation in global industry.

CSIRO’s purpose as Australia’s national science agency is to solve Australia’s greatest challenges through innovative science and technology. As one of the world’s largest mission-driven multidisciplinary science and research organisations, we are focusing on the issues that matter the most: for our quality of life, for the economy and for our environment. The CSIRO Strategy Team collaborate to inform leaders of the most strategic markets for CSIRO’s applied science capabilities, and influence collaboration networks to catalyse the most innovative science which will deliver significant national and global benefit.

The Senior Market Analyst, within the Insights Function of CSIRO Strategy, will play a lead role in scoping, project managing and delivering market insight projects to a broad range of internal stakeholders. These insights will be used to inform decision-making, development of new initiatives and to solve complex issues of national significance. Typical projects will involve helping stakeholders understand and respond to the opportunities and challenges presented by major economic, environmental, market, social, and technological trends. The successful candidate will have strong business strategy and market analysis skills, excellent communication and report writing skills, will be comfortable leading and facilitating discussions, and must be an enthusiastic and motivated team player.

### Duties and Key Result Areas:

* Quickly gather, understand, analyse and synthesise information from disparate sources into detailed, logical, evidence-based insights and conclusions.
* Providing briefings, advising high level senior executives and stakeholders on market insights
* Ability to lead and deliver critical market research projects of varying size and scale
* Succinctly and professionally communicate complex business, scientific and technical concepts to client stakeholders.
* Work collaboratively with colleagues within the team, the business unit and across CSIRO to reach objectives
* Establishing networks with other teams and professionals in their field
* Actively develop a working knowledge across CSIRO’s science and technology domains
* Liaise with clients to determine their needs, tailoring solutions to potentially conflicting requirements, taking personal responsibility for client satisfaction, and correcting problems promptly and in a constructive manner.
* Under limited direction, use technical expertise to lead a range of support activities/functions, or be responsible for a number of smaller projects, with independence of action within their own function, achieving results through the use and allocation of available resources, within constraints laid down by managers. (Including responsibility for results)
* Display a willingness to influence the decision of managers by recognising the need for change in initiating innovative solutions/proposals and liaise with and influence related professions to develop practices, which support the Business Unit.
* 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.
* 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. A degree in a relevant discipline such as Science, Engineering, Business or Relations, Economics, Finance, or related fields.
2. Professional experience in business, government, science, or innovation related activities.
3. Experience with rapidly sourcing, evaluating, synthesising and analysing a broad range of business, technical and economic data to form relevant business insights.
4. Experience generating professional quality reports (PowerPoint and Word) and deliverables that clearly communicate analysis and key insights to a senior executive-level audience.
5. Experience developing and/or applying business analysis and strategic analysis frameworks (i.e. value chain analysis).
6. Excellent verbal and written communication skills.

## **Desirable:**

1. Strong subject matter expertise in a technical field with prior experience in delivering projects in at least one of the following industries: agriculture and food, energy, manufacturing, digital or health
2. Professional experience in Management Consulting firms; or Science and Innovation organization; or Government agencies
3. Strong Project Management skills – i.e. use of Microsoft Office Project.
4. A post-graduate degree in Business (i.e. MBA or equivalent), innovation or related fields.

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 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.

## **About CSIRO:**

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

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