# Position Details

## Research Projects- CSOF4

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| The following information is for applicants |
| Advertised Job Title | Analytical Chemist |
| Job Reference | 71295 |
| Tenure | Indefinite  |
| Salary Range | AU$83,687 to AU$94,679 pa (pro-rata for part-time) + up to 15.4% superannuation |
| Location(s) | Kintore Avenue, Adelaide, SA |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian/New Zealand Citizens and Australian Permanent Residents Only
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| Position reports to the | Team Leader; Analytical Platform |
| Client Focus – Internal | 30% |
| Client Focus – External | 70% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Julie Dallimore via email at Julie.Dallimore@csiro.au or phone +61 8 8303 8861 |
| 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 or call 1300 984 220. |

### Role Overview

The role of Research Projects staff in CSIRO is to collaborate collaborates 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.

The Analytical Platform within CSIRO’s Nutrition and Health Program supports research in how foods, extracts and nutrients impact human health in order to deliver impact through product innovation and substantiation for the agri-food, nutraceutical and health and wellness sectors. Specifically, the Analytical Chemist role will provide technical and scientific support in an analytical laboratory specialising in food chemistry and analysis of metabolites in human blood and faecal samples and a range of biological samples obtained from experimental animals. The role will undertake sample analysis on a range of analytical instruments, including GC, LC, HPLC, GC-MS and LCMS, and perform routine maintenance of these pieces of equipment. The role will be responsible for the design, optimisation and validation of new analytical methods, preparation of clear and accurate standard operating procedures (SOPs), work independently to trouble-shoot issues and train and support less experienced staff and/or research students. The Analytical Chemist will also be required to aid the chemical safety officer of the CSIRO Nutrition and Health Program and is therefore required to have a high level of familiarity with chemical safety requirements and legislation.

### The role will work collaboratively across research teams, institutions and industry colleagues/clients.

### Duties and Key Result Areas

* Undertake routine analyses of food and food ingredients and biological samples which include but are not limited to blood, faeces and urine from human and animal trials as part of the analytical team.
* Carry out experiments to assess biochemical/chemical analytes on human and animal biological samples, foodstuffs and/or ingredients on a range of analytical instruments (such as GC, GC-MS, LC-MS/MS, HPLC) using established methods to a high degree of precision and accuracy.
* Design new processes or apparatus by adapting existing techniques and components to meet special circumstances or undertake modifications to methods requiring some innovation.
* Design, optimise and validate analytical methods for new biochemical analytes.
* Prepare clear and accurate standard operating procedures for new/modified protocols
* Undertake maintenance of all instrumentation in the lab and to identify and correct instrumentation faults.
* Maintain accurate and up-to-date written records of all completed work.
* Prepare quotes/proposal, service agreements and study reports.
* Effectively manage projects, including budgets, to ensure delivery on time and within budget.
* Oversee the activities of less experienced staff and provide guidance on experimental/ technological techniques and protocols.
* Provide supervision to work experience and industry placement students.
* Maintain confidentiality when accessing commercially sensitive or personal information.
* Maintain safe working practices when working with hazardous materials including human biological samples.
* Liaise with clients to determine their needs and take personal responsibility for their satisfaction.
* Address problems promptly and in a constructive manner.
* Participate in planning projects and accept responsibility for scheduling and completion of major parts of the project, including evaluation of options, experimental design, data collection and analysis, user and customer research, user experience and/or software design, implementation and delivery.
* Make significant contributions to the interpretation and communication of research or technological results and may collaborate on drafting presentations to, and/or detailed written reports for, clients and the scientific and/or technology community.
* 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, regionally dispersed 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, 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:** Allocates activities, directs tasks and manages resources to meet objectives. Provides coaching and on the job training, recognises and supports staff achievements and fosters open communication in the team.
* **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:** Recognise and makes immediate changes to improve performance (faster, better, lower cost, more efficiently, better quality, improved client satisfaction).
* **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 relevant honours degree or at least approximately 5 years’ experience in analytical chemistry.
2. Demonstrated competency and experience in the chemical analysis of nutrients and bioactives in food and food components and metabolites in human and animal biological samples (faeces, blood and/or urine), including use of GC, HPLC, LC-MS.
3. Demonstrated ability to troubleshoot issues in experimental protocols and undertake routine maintenance of analytical equipment.
4. Demonstrated experience in the development, optimisation and validation of new methods associated with the analysis of foods, food components, human and animal biological samples.
5. Demonstrated understanding of chemical safety and familiarity with good laboratory practice.
6. Demonstrated ability to work collaboratively with multiple stakeholders such as research teams, institutions and industry colleagues/clients.
7. Good communication and time management skills with the ability to prioritise work, co-ordinate with others and follow strict timelines in order to meet client deadlines.

## **Desirable**

1. Experience in undertaking fee for service work, including preparation of quotes, service agreements and client reports and direct interaction with clients.
2. Experience with analysis of samples from clinical trials.
3. Experience in metabolomics with knowledge of workflow and processing of data for submission to a biostatistician.
4. Willingness to assume corporate citizenship roles.

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.
* This role has child safety obligations. Accordingly, the successful candidate will be required to obtain or provide evidence that they hold a working with children check prior to confirmation of appointment.
* Due to the nature of the work current vaccinations or a willingness to obtain them are essential for Hep A, Hep B and tetanus.

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