# Position Details

## Research Projects- CSOF2

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| The following information is for applicants | |
| Advertised Job Title | Research Projects Officer - Industrial Biotechnology |
| Job Reference | 79742 |
| Tenure | Indefinite (Full-time) |
| Salary Range | AU$47k to AU$63k61,383 pa + up to 15.4% superannuation |
| Location(s) | Clayton, Victoria |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian/New Zealand Citizens and Australian Permanent Residents Only |
| Position reports to the | Team Leader |
| Client Focus – Internal | 50% |
| Client Focus – External | 50% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Geoff Dumsday via email at [geoff.dumsday@csiro.au](mailto:geoff.dumsday@csiro.au) or phone +61 3 9545 2344 |
| 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

Research Projects staff in CSIRO 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 Industrial Biotechnology Research Projects Officer will be part of CSIRO Manufacturing’s Industrial Biotechnology Team. The team functions in a complex, highly competitive commercial environment and has a research program directed towards the use of organisms and enzymes to manufacture a wide variety of different biological products. Leveraging state of the art equipment and infrastructure, a diverse array of skills and working in collaboration with many internal and external stakeholders, the team develops products and processes with diverse applications for the pharmaceutical, food, agricultural and chemicals industries.

The role requires a high degree of mechanical aptitude and attention to detail, the ability to closely follow instructions, effective communication skills, and well-developed team and independent working skills.

### Duties and Key Result Areas:

* Carry out cleaning, assembly, sterilisation, operation and routine maintenance of bioreactors and other complex laboratory equipment.
* Assist scientists with the preparation of reagents, solutions, growth media etc. as required.
* Assist with experiments and day-to-day operation of laboratory equipment as required.
* Ensure a safe working environment in which work is completed in compliance with gene technology regulations.
* Under close supervision undertake a range of technical tasks requiring skills developed through experience.
* Provide assistance to staff with activities pertaining to the immediate work area, as required.
* 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, often regionally dispersed research team, and business unit to carry out tasks in support of CSIRO scientific objectives.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment plans and policies, Diversity initiatives and Zero Harm goals.
* Other duties as directed.

## **Required Competencies:**

* **Teamwork and Collaboration:** Demonstrates initiative, actively contributing as a team member. Supports team decisions and keeps other team members up to date about individual actions. Shares all relevant and useful information. Pitches in and helps other team members when necessary.
* **Influence and Communication:** Communicates basic facts in a courteous manner including posing appropriate questions to gain factual information.
* **Resource Management/Leadership:** Provides instruction and assists other staff to complete allocated tasks and activities.
* **Judgement and Problem Solving:** Selects appropriate solutions to clearly defined problems using readily available information. Alternatives are limited and prescribed or apparent.
* **Independence:** Accepts personal responsibility for doing the job well. Looks for opportunities to improve the way things are done and makes recommendations accordingly.
* **Adaptability:**Accepts the need for change to work routines or technology.

## **Selection Criteria**

#### Essential

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

1. High degree of mechanical aptitude and willingness to complete repetitive tasks.
2. Attention to detail and the ability to complete tasks specifically as instructed by following documented protocols and demonstrated techniques.
3. Demonstrated ability to work in a flexible environment as part of a multi-disciplinary team.
4. Well-developed written and oral communication skills.
5. Highly motivated with strong organisational skills.
6. Willingness to learn new techniques and approaches.

## **Desirable:**

1. Laboratory experience (e.g. biological sciences or chemical engineering, etc.)
2. Some interest or knowledge of fermentation processes and bioreactor operation.
3. Industrial experience in biotechnology and/or microbiology.

Special Requirements

Appointment to this role is subject to the following conditions:

* The successful candidate will be required to obtain and maintain a security clearance at the Baseline level.

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CSIRO is a values-based organisation.  In your application and at interview you will need to demonstrate behaviours aligned to our values of:

* 1. People First
  2. Further Together
  3. Making it Real
  4. Trusted

Find out more about CSIRO [Manufacturing](https://www.csiro.au/en/Research/MF)