# Position Details

## Administrative Services- CSOF4

|  |  |
| --- | --- |
| The following information is for applicants | |
| Advertised Job Title | Analyst Programmer |
| Job Reference | 77101 |
| Tenure | Specified Term of 2 years; Full-time |
| Salary Range | $85,361 AU to $96,573 AU plus up to 15.4% superannuation |
| Location(s) | Clayton, VIC |
| 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 | Digital Publishing Manager |
| Client Focus – Internal | 90% |
| Client Focus – External | 10% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Simon Lau via email at Simon.Lau@csiro.au or phone +61 3 9545 8453  *Please do not email your application directly to Simon Lau. Applications received via this method will not be considered.* |
| 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 successful applicant will join the ePublishing team within CSIRO Publishing. This position will develop our digital publishing systems and platform solutions and will be part of a small team that develops and supports an e-commerce website through which book, journal and magazine products are sold. The Analyst Programmer will work through the full development cycle using agile methodology to build new digital publishing systems. This role contributes to the online digital publishing and XML production workflow.

### Duties and Key Result Areas:

* Under the supervision and direction of the ePublishing Manager, support the development of the digital publishing systems and platform.
* Provide technical support and advice to Production Team ensuring smooth workflows.
* Maintain production systems and recommend improvements to streamline production processes and to ensure system interoperability with external publishing partners.
* Support the development of digital initiatives and website functionalities.
* Assist in monitor business website for security and 24/7 functionality and take appropriate actions as needed.
* Communicate effectively and respectfully with all staff and customers in the interest 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’s objectives.
* Adhere to the spirit and practice of CSIRO's Values, Health, Safety and Environment plans and policies, Diversity initiatives and Zero Harm 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. Tertiary qualifications in a relevant field such as Information Technology, Computer Science or equivalent experience.
2. Commercial experience within an Analyst Programmer or Developer position.
3. Demonstrated hands-on experience with Java Web Application development and Enterprise class RMDBs (Oracle and MSSQL).
4. Experience or extensive knowledge in JSON/XML Based web applications development and API Design and Development.
5. Demonstrated experience in supporting the continuous improvement of web technology and service offerings.
6. Excellent communication skills and self-starter with proven ability to work independently and as a team player.

## **Desirable**

1. Experience with JVM Scripting Languages ColdFusion or Python a plus.
2. Proven skills with HTML5, CSS3 and JavaScript.
3. Knowledge of Solr or Elasticsearch an advantage.

Special 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 [CSIRO Online](http://www.csiro.au/)! Find out more about [CSIRO Publishing](https://www.publish.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