# Position Details

## Technical Services- CSOF5

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| The following information is for applicants | |
| Advertised Job Title | Data Analyst - Biosecurity |
| Job Reference | 81584 |
| Tenure | Specified Term of 2 years  Full-time preferred |
| Salary Range | AU$102k - AU$111k (pro-rata for part-time) + up to 15.4% superannuation |
| Location(s) | Black Mountain (Canberra) ACT |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian Citizens and Permanent Residents * New Zealand Citizens * Australian temporary residents with work rights for the expected duration of the term (at least to end of May 2024), with no requirement for sponsorship |
| Position reports to the | Projects Manager |
| Client Focus – Internal | 30% |
| Client Focus – External | 70% |
| Number of Direct Reports | 0 |
| Enquire about this job | Erin Roger via email [Erin.Roger@csiro.au](mailto:Erin.Roger@csiro.au) or phone 02 9325 3195 |
| 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. |

### Acknowledgement of Country

### CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the areas that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our vision towards reconciliation.

### Role Overview

The Data Analyst – Biosecurity works jointly between the Atlas of Living Australia (ALA) and the Department of Agriculture Water and the Environment’s Chief Environmental Biosecurity Office. The role will help deepen the existing partnership and build new collaborations in a coordinated manner while it supports the joint program of work between the two organisations. The position requires a strong **strategic management approach in order to execute and control multiple related projects with a goal to drive synergies, benefits and standardisation.** The work involves a high level of complexity and sensitivity, and requires a significant degree of independence. The Data Analyst – Biosecurity streamlines data flow through the biosecurity sector into the ALA and manages and improves the Atlas’ biosecurity alert system. The role involves close collaboration with key stakeholders to undertake an analysis of current data patterns, legislative, licensing, security, privacy issues and a risk benefit analysis around biosecurity information.

### Duties and Key Result Areas:

* Develop relationships with key biosecurity data custodians and across the project partners.
* Undertake a comprehensive review and gap analysis of Australian and international biosecurity data sources and evaluate the feasibility of their inclusion in appropriate data repositories such as the ALA.
* Develop standard methods to support biosecurity data integration workflows.
* Define and translate requirements that can be used for software development, as required.
* Liaise with partners and users regarding the delivery of services to meet their requirements.
* Develop materials and communication plans that articulate the benefit of increased data sharing and access.
* Maintain confidentiality in relation to sensitive government and third party issues.
* Communicate openly, effectively and respectfully in the interests of good practice, collaboration and enhancement of ALA/CSIRO’s reputation.
* Work collaboratively as part of a multi-disciplinary, geographically dispersed team.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Zero Harm goals.
* Other duties as directed.

## **Selection Criteria**

#### Essential

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

1. A relevant qualification in data science/environmental science, or equivalent experience.
2. Extensive and demonstrable experience in the management of complex programs or projects within multi-institutional environments.
3. Demonstrated experience with biodiversity data, standards and data system implementation.
4. Proven ability to take initiative and exercise sound judgement in resolving matters to achieve desired results.
5. High-level communication skills, including a demonstrated ability to successfully deliver reports and analytical briefs, and present complex topics to diverse audiences.
6. Demonstrated high-level interpersonal skills in the management of diverse groups of stakeholders, including senior management, and the ability to develop/cultivate productive relationships.
7. Proven ability to work effectively both independently and as part of a multi-disciplinary and geographically dispersed team.

## **Desirable:**

1. Specific experience in the delivery of biosecurity related projects and/or taxonomy.
2. Experience in biodiversity informatics, taxonomy and national data systems.

**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.

Special Requirements

* The successful candidate will be asked to obtain and provide evidence of a National Police Clearance or equivalent. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.
* The successful candidate must be able and willing to obtain and maintain a security clearance at the Baseline level.

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) and [Atlas of Living Australia](https://www.ala.org.au/) for more information.

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