# Position Details

## Research Projects- CSOF3

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| The following information is for applicants | |
| Advertised Job Title | Animal Technician – Small Animal Facility |
| Job Reference | 95603 |
| Tenure | Indefinite  Full-time some weekend overtime |
| Salary Range | AU$68,148 to AU$86,733 pa (pro-rata for part-time) + up to 15.4% superannuation |
| Location(s) | Australian Centre for Disease Preparedness (ACDP), Geelong |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian Citizens or Australian Permanent Residents Only |
| Position reports to the | Team Leader - Small Animal Facility |
| Client Focus – Internal | 90% |
| Client Focus – External | 10% |
| Number of Direct Reports | 0 |
| Enquire about this job | Bishwo Pokharel via email at [bishwo.pokharel@csiro.au](mailto:bishwo.pokharel@csiro.au) or phone (03) 5227 5783 |
| 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](https://www.csiro.au/en/about/Indigenous-engagement/Reconciliation-Action-Plan).

**Child Safety**

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our [Child Safe Policy](https://www.csiro.au/en/about/policies/child-safe-policy).

### Role Overview

The Animal Technician will assist in the Small Animal Facility (SAF) at the Australian Centre for Disease Preparedness (ACDP) Geelong. The SAF provides critical expertise to support ACDP’s world leading capability in disease pathogenesis, most notably in the area of emergency animal diseases (including serious zoonoses), animal infection models and the development and testing of vaccines and therapeutics to prevent and/or mitigate the impact of infectious diseases. The SAF team is comprised of skilled technical staff that contribute to various animal research projects and provide support to diagnostic services. The demands of the work require professional and team-oriented staff to ensure the best possible outcomes for the research and animal welfare.

Responsibilities of the Animal Technician will include provision of animal husbandry, collection of biological samples, data collection, routine equipment maintenance checks and record keeping. A genuine interest in, and ability to, provide quality care for all animals within the facility is essential in this role.

Weekend and out-of-hours work will be required on a rostered basis. There is a small team of dedicated people working within the SAF, however some tasks involve working alone. All staff working in this environment must pass security, medical and psychological checks and be vaccinated against various diseases if required.

### Duties and Key Result Areas:

**Animal Husbandry**

* Apply up to date, best practice knowledge of husbandry, health monitoring and behaviour of laboratory animal species in day-to-day activities.
* Improve animal welfare through innovation, astute observation, promotion of animal welfare principles and compliance with animal ethics committee approved protocols, facility policies, Animal Ethics Committee (AEC) approved animal Standard Operating Procedures (SOPs), Victorian codes of practice for animal welfare and the Australian code for the care and use of animals for scientific purposes at all times.
* Completion of all paperwork required in the facility including daily animal husbandry records, equipment monitoring logs, animal health/monitoring, animal ID records, facility maintenance record and assisting with writing of SOPs, Safe Work.
* Perform manual labour such as lifting heavy items and other physically demanding tasks.
* Provide regular reports and updates to the SAF Team Leader, including but not limited to, occupancy records, breeding patterns, sick animals, adverse events and risk identification.

**Research Assistance**

* Following training, provide technical assistance for research activities involving animals within the PC2 small animal facility at CSIRO AAHL.
* Collection of biological samples such as blood and tissues from various species of animals, daily monitoring and husbandry of all animals and maintenance of the facility space and equipment.
* Undertake animal studies under a compliance framework ensuring AEC protocols and policies are adhered to.
* Provide advice to scientific staff about animal welfare and ethical standards for AEC applications.
* Ensure the success of research activities through effective liaison with team members, scientists, laboratory technicians and veterinarians; thorough planning of activities; attention to technical details; excellent record keeping; appropriate decision making and support of a strong safety culture.
* Work collaboratively as part of a multi-disciplinary, and business unit to carry out tasks in support of CSIRO scientific objectives.
* Develop and implement improved monitoring and record systems for animals used in research to facilitate compliance and certification of the animal facilities to a relevant quality standard.

**Waste Management**

* Assist or supervise other staff, cleaners and contractors in the cleaning, maintenance and decontamination of rooms, animal enclosures and equipment within the animal facility ensuring equipment or waste is appropriately decontaminated to comply with all relevant regulations.

**Occupational Health, Safety and Environment**

* Follow and assist in development and refinement of Safety Work Instructions (SWI) & Biosafe Work Instructions (BI) relating to work undertaken within the small animal facility.
* Adhere to Health, Safety and Environment (HSE) guidelines for the facility and undertake all training and refresher training required to meet HSE and biorisk requirements.
* 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.

**Facility Maintenance**

* Undertake routine maintenance and checks on equipment and the facility space such as emergency alarm checks, restocking of spaces with consumables, cleaning and disinfecting rooms, equipment and enclosures, recording of all checks on equipment such as egg incubators/hatchers and fridges located within the Facility to ensure that they meet animal welfare and staff safety requirements.
* Comply with all relevant Office of the Gene Technology Regulator (OGTR) and Department of Agriculture regulations concerning Quarantine Approved Premises. Notify the Team Leader of any issues that contradict this requirement.

**Biorisk**

* Abide by and promote AAHL’s microbiological security regulations.

**Other**

* Design new processes or apparatus by adapting existing techniques and components to meet special circumstances or undertake modifications to methods requiring some innovation.
* Apply strong organisational skills and perform practical tasks according to protocols and on schedule.
* Deliver strong support to a highly dedicated team, responding promptly to unexpected changes in circumstances and identifying creative solutions to logistical challenges.
* Demonstrated ability to work independently and follow established procedures with limited supervision.
* Work in a diverse team and strive to ensure trust is gained with fellow team members to develop excellent and cohesive working relationships with a focus on team goals
* Willingness to work on some rostered public holidays, institute holidays and weekends and participate in the out of hours roster as required. Some studies may include working after core rostered hours.
* Communicate effectively and respectfully with all staff, clients and suppliers in the interests of good business practice, collaboration and enhancement of CSIRO’s reputation.
* Other duties as directed.

## **Required Competencies:**

* **Teamwork and Collaboration:** Proactively seeks and considers the ideas and opinions of others from within and outside the team to help form decisions, plans or actions.
* **Influence and Communication:** Puts forward ideas by presenting factual information supported by data, definitions, examples, illustrations or other aids, which will assist in conveying meaning.
* **Resource Management/Leadership:** Provides instruction and assists other staff to complete allocated tasks and activities.
* **Judgement and Problem Solving:** Identifies and considers the implications of a range of available alternatives in order to select the most appropriate response to problems of a familiar or recurring nature.
* **Independence:** Recognise and makes immediate changes to improve performance (faster, better, lower cost, more efficiently, better quality, improved client satisfaction).
* **Adaptability:**Willingness to change ideas or perceptions based on new information, contrary evidence or other people's points of view. Prepared to try out different approaches.

## **Selection Criteria**

#### Essential

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

1. A relevant bachelor’s degree, such as animal related science or agriculture, or substantial experience.
2. Team player with excellent interpersonal skills.
3. Demonstrated hands on experience and competency in sample collection & various techniques on both live and humanely euthanised animals.
4. Understanding of the Victorian Animal Code of Practice for Animal Welfare, and the Australian Code for the Care and Use of Animals for Scientific Purposes and how these are applied in a research setting.
5. Understanding of, and a genuine interest in, animal welfare issues and the ability to rectify any identified issues without delay, including following appropriate reporting lines where necessary.
6. The ability to keep clear and accurate records, demonstrating organisation and attention to detail.
7. Sound knowledge of MS-Word, MS-Excel, and Outlook.
8. Physically fit to undertake manual handling tasks.

## **Desirable:**

1. Demonstrated experience in mice breeding/colony maintenance highly desirable.
2. Demonstrated experience in handling of avian species in research setting.
3. Knowledge of biosafety, biocontainment and quarantine principles.
4. Familiarity and experience with handling, storage and use of scheduled poisons.
5. Demonstrated knowledge and understanding of OGTR requirements and experience working with genetically modified organisms (GMOs).

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.

**Security Assessment and Microbiological Security Requirements for Personnel Working on the Australian Centre for Disease Preparedness (ACDP) Site:**

**ACDP Special Conditions:**

To be eligible for this position you must be willing and able to:

* Adhere to CSIRO ACDP microbiological security requirements, other Australian Security requirements applicable to the position and HSE policies.
* Be vaccinated against influenza, rabies, hepatitis B, Japanese encephalitis or other agents as specified if required for the role performed.

The nature of our work requires that each person working on site must comply with the conditions described below.

* The appointee is required to pass a security clearance at a level appropriate to duties of the position.  Confirmation of the appointment is subject to obtaining that clearance.
* It is essential that all work on exotic or emerging diseases carried out at ACDP is conducted in a safe manner to prevent the escape of the disease agents used, and to this end, all activities and personnel will be subject to appropriate microbiological security measures. Consequently, while working at ACDP, you may not reside on a property on which are kept any of the following animals: sheep, cattle, pigs, goats, horses, asses and mules, any other cloven-hoofed animal, fowls, turkeys, geese, domestic ducks, caged birds, emus or ostriches. Personnel working with diseases of aquatic animals additionally may not keep aquarium fish at their place of residence and personnel working with cane toad material must also avoid contact with amphibians.
* In addition, for a period of seven days after working in the microbiologically secure area of ACDP, personnel may not have close contact with any of the above animals, amphibians or birds or the actual places where these animals are held or visit any aquatic animal farm or aquatic animal hatchery.
* Working in the barrier maintained Small Animal Facility requires avoidance of contact with additional animals such as mice, rats, guinea pigs, rabbits and poultry 3 days prior to arrival.
* Personnel must abide by Occupational Health, Safety and Environment regulations. Safety signs and directives issued by CSIRO personnel must always be complied with.

## **About CSIRO:**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) and [Australian Centre for Disease Preparedness](https://www.csiro.au/en/Showcase/ACDP) 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