# Position Details

## Research Projects - CSOF3/CSOF4

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| The following information is for applicants | |
| Advertised Job Title | Cell Biology and Immunology Research Projects Officer |
| Job Reference | 100662 |
| Tenure | Specified Term of 3 years  Full-time |
| Salary Range | Applications will be assessed across two capability levels, and the successful candidate will be appointed at the level commensurate with their skills and experience, as assessed by the Selection Panel.  **CSOF3:** AU$73,567 - AU$93,630 per annum (pro-rata for part-time)  plus up to 15.4% superannuation  **CSOF4:** AU$ 96,811 - AU $109,527 per annum (pro-rata for part-time) plus 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 (already onshore) |
| Position reports to the | Team Leader |
| Client Focus – Internal | 30% |
| Client Focus – External | 70% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Daniel Layton via email at daniel.layton@csiro.au |
| 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 role of Research Projects staff in CSIRO is to collaborate 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.

As part of the Infectious Immunology team, this role will contribute to uncovering the cellular and molecular drivers of pathology across various disease states. The position involves conducting laboratory-based investigations using a range of advanced techniques, including single-cell transcriptomics, flow cytometry, cell culture, ELISA, and related immunological and molecular assays. The successful candidate will work collaboratively to generate high-quality data that informs our understanding of immune responses in infection and disease.

### Duties and Key Result Areas

* Under limited supervision, design and perform straightforward experiments and routine laboratory analyses, design new processes or apparatus by adapting existing techniques and components to meet special circumstances or undertake modifications to methods requiring some innovation.
* Design and perform laboratory experiments to investigate immune responses in infectious and inflammatory disease states
* Apply techniques such as single-cell transcriptomics, flow cytometry, and ELISA to generate and analyse data
* Maintain and culture primary cells and cell lines for experimental use
* Contribute to experimental planning, troubleshooting, and optimisation of protocols
* Collaborate with team members and external partners to advance project objectives
* Document and interpret results, contributing to reports, publications, and presentations
* Ensure compliance with laboratory safety, ethical, and quality standards
* Participate in regular team meetings and contribute to scientific discussions
* 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.
* Adhere to the spirit and practice of CSIRO’s Values, Code of Conduct, Health, Safety and Environment procedures and policy and diversity initiatives.
* Other duties as directed.

**Selection Criteria**

**Essential**

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

1. A Bachelor’s Degree in immunology, molecular/cellular biology, biomedical science, or a related discipline, or an equivalent combination of relevant experience and education.
2. Demonstrated experience in conducting laboratory-based research in immunology, infectious diseases, or related fields. This may include proficiency in key laboratory techniques, such as flow cytometry, ELISA, and mammalian cell culture.
3. Strong analytical and problem-solving skills, with the ability to troubleshoot and optimise experimental protocols.
4. Excellent organisational and record-keeping skills, with a demonstrated ability to manage multiple tasks and maintain accurate experimental documentation.
5. Strong communication and collaboration skills, including the ability to work effectively as part of a multidisciplinary research team.

***To be considered at the higher CSOF4 level, you must also meet the following essential criteria:***

1. Approximately 5+ years of experience and/or relevant postgraduate qualifications

**Desirable**

1. Experience with or exposure to single-cell transcriptomic techniques (e.g. 10x Genomics, RNA-seq) and downstream data handling.

## **Required Competencies – CSOF3**

* **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.

## **Required Competencies – CSOF4**

* **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

**Special Requirements**

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

**ACDP Special Conditions that staff must comply with:**

1. Certain positions including those working in the ACDP microbiological secure area will require security clearance at a level appropriate to duties of the position. Confirmation of the appointment is subject to obtaining that clearance.
2. 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, mules and camelids, any other cloven-hoofed animal, fowls, turkeys, geese, domestic ducks, caged birds, emus or ostriches. Personnel working with diseases of aquatic animals may not keep aquarium fish at their place of residence and at times specific species may be excluded depending on the nature of the work conducted.
3. 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.
4. Working in the barrier maintained Small Animal Facility or the Werribee Animal Health Farm requires avoidance of additional animals such as mice, rats, guinea pigs, rabbits, ferrets and poultry of a minimum of 3 days prior to arrival.
5. Certain positions will require medical assessment and vaccinations against various agents such as influenza, rabies, hepatitis B, Japanese encephalitis or other agents as specified if required for the role performed.
6. Positions working at PC4 will also require a pre-employment psychological assessment.
7. Given ACDP’s role in the International Regional Program, there may be a requirement for some personnel to travel internationally and if required for this work, suitable staff should be able to obtain a valid passport and obtain applicable vaccinations.
8. Should an emergency response situation arise, ACDP may be required to implement the Emergency Animal Disease Response Plan and personnel may need to contribute to response requirements, including after-hours work.
9. Personnel must abide by Occupational Health, Safety and Environment regulations. Safety signs and directives issued by CSIRO personnel must be complied with at all times.
10. Access restrictions apply to the Werribee Animal Health Facility (WAHF) site that is associated with, but remote from, the ACDP site.

**The successful candidate will be required to:**

1. 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.
2. Undertake a National Health Security Check (to be arranged post-commencement).
3. Obtain and maintain a security clearance at the Negative Vetting Level 1 (to be arranged post-commencement).

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.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