# Position Details

## Research Projects- CSOF4

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| The following information is for applicants | |
| Advertised Job Title | Fire Systems Testing Officer |
| Job Reference | 98940 |
| Tenure | Specified Term of 3 years  Full-time |
| Salary Range | AU$96,811 – AU$109,527 per annum (pro-rata for part-time)  plus 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 |
| Position reports to the | Fire Systems Team Leader |
| Client Focus – Internal | 10% |
| Client Focus – External | 90% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Christopher Preston via email at Christopher.Preston@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

CSIRO’s Fire Systems Laboratory conducts Standards-based testing on a wide variety of fire detection, fire suppression, and emergency warning system products. Testing is conducted on behalf of Australian and international companies to methods specified in the relevant standards and under timelines established through commercial agreements within an ISO 17025-accredited quality system.

This role involves laboratory testing of these types of detection and control systems.

In addition, this role will assist the implementation of a commercial Laboratory Information Management system (LIMS) to improve the operation of the laboratory conducting the evaluations.

### Duties and Key Result Areas

* Laboratory testing of fire detection products including smoke sensitivity, climatic, corrosion, sound pressure and various other physical test methods.
* Assisting adoption of CSIRO’s LIMS system into the Fire Systems Laboratory.
* Technical report compilation.
* Close cooperation with other team members to achieve effective project progress.
* Operation within laboratory’s NATA-accredited Quality Management system.
* Use/update of electronic project management system.
* 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 team to carry out tasks in support of CSIRO’s scientific objectives.
* 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. Relevant trade certificate/diploma/bachelor’s degree or equivalent relevant work experience in fire protection, electronics, mechatronics, or electrical engineering disciplines.
2. Ability to read and interpret engineering drawings and circuit schematics.
3. Perform in a self-managed environment with multiple concurrent projects.
4. Operate to agreed project timelines in a customer-focussed environment.
5. Good interpersonal skills and the ability to collaborate well with other team members.
6. Clear communication skills (oral and written).
7. Commercial focus in a fee-for-service environment.
8. Knowledge of network hardware/infrastructure.
9. Demonstrated experience in independent report compilation.
10. Proficiency in the MS Office Suite, particularly Word, Excel and Access Database.

## **Desirable**

1. Experience in fire detection, fire suppression, and evacuation systems.
2. Previous experience in use and/or development of a LIMS system.
3. Previous experience operating within a QA-based environment.
4. Previous experience in a NATA accredited laboratory.
5. Knowledge of microprocessor-based equipment.

## **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.

Special Requirements

Appointment to this role is subject to provision of a pre-employment background check and may be subject to other security/medical/character clearance requirements.

* The successful candidate will undertake a pre-employment background check. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.
* The successful candidate on occasion may be required to travel domestically and internationally.

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) and [Infrastructure Technologies website](https://research.csiro.au/infratech) 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