# Position Description

## Technical Services – CSOF2

The following information is for applicants

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| Advertised Job Title**:** | Apprentice Fitter and Machinist |
| Job Reference: | 58895 |
| Relocation Assistance**:** | Will be provided to the successful candidate if required. |
| Applications Are Open To: | Australian Citizens Only  Australian/New Zealand Citizens and Australian Permanent Residents Only   * All Candidates |
| Percentage of Client Focus - Internal: | 100% |
| Percentage of Client Focus - External: | 0% |
| Reports to the: | CASS Workshop Supervisor – Michael Bourne |
| Number of Direct Reports: | 0 |
| Name and Contact Details For Applicant Enquiries: | Michael Bourne – Michael.bourne@csiro.au |
| Contact Details For Applying: | Call 1300 984 220 or email [careers.online@csiro.au](mailto:careers.online@csiro.au). |
| How to Apply: | Please apply online at [jobs.csiro.au](https://jobs.csiro.au/) and enter the requisition number**.** Internal applicants please apply via ‘Jobs Central’ through the ‘People Hub’ icon |

## Role Overview:

The role of Technical Staff in CSIRO is to provide support for scientific research in a diverse range of laboratory and field situations across a range of different research projects. This support consists of the application of accepted technical practices and the development of new practices. The work is usually carried out as a member of a centralised service.

The Engineering Workshop develops and manufactures state of the art instrumentation for the CSIRO’s radio astronomy facilities which are located at Parkes, Narrabri, Mopra and Murchison in WA. The Workshop also manufactures components for other radio astronomy facilities both within Australia and overseas.

The Apprentice Fitter and Machinist will attend day release training at a nominated TAFE college. As part of the practical training, the successful candidate will gain experience working in a well-equipped workshop with senior trades people that take pride in their contribution to scientific research.

## Duties and Key Result Areas:

* Manufacture and assembly of components to specified tolerances and high standards to support research projects and existing radio astronomy facilities.
* Completion of Certificate III in Engineering (Fitting and Machining) at TAFE college.
* Completion of practical on the job training using a variety of workshop equipment including manual and CNC machine tools, CAD/CAM software and welding machines.
* Develop skills interpreting and working effectively from engineering drawings, sketches and verbal instructions.
* Communicate 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 with colleagues within your team, the business unit and across CSIRO, to reach objectives.
* Adapt techniques, procedures, equipment, concepts and ideas in support of existing and further research.
* 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.
* Other duties as directed.

## CSIRO Competencies:

1. **Teamwork and Collaboration: Demonstrates initiative, actively contributing as a team member. Supports team decisions and keeps other team members up to date about individual actions. Shares all relevant and useful information. Pitches in and helps other team members when necessary.**
2. **Influence and Communication: Communicates basic facts in a courteous manner including posing appropriate questions to gain factual information.**
3. **Resource Management/Leadership: Provides instruction and assists other staff to complete allocated tasks and activities.**
4. **Judgement and Problem Solving:** Selects appropriate solutions to clearly defined problems using readily available information. Alternatives are limited and prescribed or apparent.
5. **Independence: Accepts personal responsibility for doing the job well. Looks for opportunities to improve the way things are done and makes recommendations accordingly.**
6. **Adaptability:** Accepts the need for change to work routines or technology.

## Selection Criteria:

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

1. Completion of secondary school education (Year 10 minimum) with good academic results in Maths, English and Science.
2. An interest in engineering/manufacturing, and a motivation and willingness to pursue a career in fitting and machining.
3. Capable of working effectively as part of a multi-disciplinary, regionally dispersed research team, and carrying out tasks under the direction of Senior Technical Staff.
4. Ability and willingness to contribute novel ideas and approaches in support of scientific investigations.

## Desirable Criteria:

1. Completion of a Higher School Certificate (Year 12)
2. Completion of any technical or trade related subjects/training.

## About CSIRO:

We imagine. We collaborate. We innovate. To find out more visit us [online](http://www.csiro.au/)!

Find out more about the CSIRO [Astronomy and Space Science](https://www.csiro.au/en/Research/Astronomy)