# Position Description

## Technical Assistant – CSOF2

The following information is for applicants

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| Advertised Job Title**:** | Technical Assistant - Weeds |
| Job Reference: | 59821 |
| 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: | Team Leader: Tropical Invasive Plants |
| Number of Direct Reports: | 0 |
| Name and Contact Details For Applicant Enquiries: | Raghu Sathyamurthy (s.raghu@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:

## This position offers an exciting opportunity for a technical role within the Weed Biological Control team of the Health and Biosecurity Business Unit of CSIRO. This multidisciplinary, multi-location team undertakes research to identify, test, deploy and evaluate biological control agents for weeds of agricultural and/or natural ecosystems.

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 successful candidate will demonstrate capacity for intensive laboratory-, glasshouse-, quarantine- and field-based research support activities that are critical to the efficiency with which we are able to deliver on externally funded projects. In addition, the candidate will be adaptable, working across multiple projects with multiple supervisors, and have the ability to work collegially across a diverse team of scientists and technicians in Australia and overseas. The role may involve extended periods of travel for fieldwork in Australia.

## Duties and Key Result Areas:

* Work as part of a multi-disciplinary research team to carry out tasks under direction in support of scientific research.
* Undertake laboratory-, glasshouse-, quarantine- and field-based experimental work by implementing agreed protocols.
* Collect experimental data with a high level of care on an ongoing basis, under the direction of supervisor(s).
* Assist in the repair/maintenance/care of research infrastructure and equipment.
* Develop and maintain skills in the area of weeds and plant-insect interactions relevant to weed biological control.
* Respond courteously and efficiently to requests for your services, keep clients informed about progress and redirect requests to appropriate staff when required.
* Under general supervision undertake a range of technical tasks under instruction for the method/approach and the techniques that are to be used.
* Exercise discretion when undertaking task such as sourcing and replenishing supplies, fault finding, routine maintenance, scheduling of work and the selection of appropriate materials, methods, equipment or tools.
* Provide assistance to staff with activities pertaining to the immediate work area and responsibilities, as required.
* 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, often regionally dispersed research team, and business unit to carry out tasks in support of CSIRO scientific objectives.
* 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. Relevant trade certificate/diploma or relevant work experience in plant production and propagation, and/or greenhouse-based work
2. Possession of Current Driver’s license
3. Capacity to collect and collate research data
4. Computer skills in using Microsoft Office, Word and Excel.
5. Self-motivated, with the ability to work in a team environment, utilise resources effectively, meet deadlines, and adapt to a changing work demands while maintaining work quality and performance

## Desirable Criteria:

1. Work experience in horticulture, land management and/or in a quarantine laboratory.
2. Knowledge or experience in biological research.
3. Knowledge of Health and Safety procedures in the context of duties of the advertised role

## Special Requirements:

Aboriginal and Torres Strait Islanders are encouraged to apply for this position.

This work will involve significant manual work (e.g. mixing and movement of soil for potting plants, cleaning and maintenance of glasshouse/shadehouse floors and walls; movement of plants both within the primary work location and between work locations), and field-based work (travel to field sites, including overnight trips). Applicants are requested to consider their ability to do this on a daily/regular basis.

Appointment to this role may be subject to conditions including security/national police/medical/character clearance requirements. Applicants who are not Australian Citizens or Permanent Residents may be required to undergo additional security clearances, which may include medical examinations and an international standardised test of English language proficiency (i.e. IELTS test).- <https://ielts.com.au/>

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Find out more about CSIRO [Health and Biosecurity](https://www.csiro.au/en/Research/BF)