# Position Description

## Research Assistant – CSOF2

The following information is for applicants

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| Advertised Job Title**:** | Research Assistant |
| Job Reference: | 60324 |
| 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: | Group Leader |
| Number of Direct Reports: | 0 |
| Name and Contact Details For Applicant Enquiries: | ian.dry@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:

Research Assistant staff in CSIRO collaborates 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.

The position involves providing key support to a number of teams undertaking novel research to solve issues for the Australian horticultural industries. The role will be based on the Waite Campus of the University of Adelaide and will provide essential laboratory and glasshouse support across several teams within the Breeding Higher Value Crops Program.

## Duties and Key Result Areas:

Under general direction:

* Ensuring laboratories are well stocked with clean and sterile glassware.
* Operate an autoclave to sterilise liquid culture media, glassware and plant tissue culture vessels and to inactivate Quarantine and PC2 waste, co-ordinating with different groups to provide service to all users.
* Prepare and autoclave a range of laboratory glassware and consumables.
* Maintain laboratories as required, including fridges, freezers, coldrooms and emptying of laboratory cardboard and plastic recycling containers.
* Carry out routine maintenance and cleaning of plant growth facilities (glasshouses and growth rooms) including monitoring for pests, cleaning and sterilization of plant pots, organising disposal of waste plant and soil material and carrying out pruning of plants where directed.
* Assist with field work during peak periods.
* Undertake laboratory and glasshouse duties as directed.
* 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 Code of Conduct, Health, Safety and Environment plans and policies, Diversity initiatives and Zero Harm goals.

## 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. Must have completed year 10 or equivalent or have work experience relevant to this position.
2. Capable of working effectively as part of a multi-disciplinary research group and carry out tasks under direction of multiple scientific researchers.
3. Ability to contribute to the maintenance of communal laboratory equipment, consumables, work areas and work procedures in accordance with Health and Safety Procedures.
4. Ability to develop organisation skills and perform tasks with a high level of accuracy.
5. Ability to perform repetitive tasks while maintaining accurate records of experimental work.
6. Ability to develop basic computer skills for data entry and analysis

## Desirable Criteria:

1. Experience of working in plant propagation facilities
2. Experience of working in scientific laboratories

## Special Requirements:

This position requires the incumbent to undertake non-negotiable physical activities such as prolonged standing, operating high pressure water cleaning equipment, moving waste bins and other duties as directed. To be eligible for this position, the successful candidate will be required to undertake a medical examination to confirm their physical ability to perform in the role.

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Find out more about CSIRO [Agriculture and Food](https://www.csiro.au/en/Research/AF)