# Position Details

## Administrative Services – CSOF5

The following information is for applicants

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| Advertised Job Title**:** | Commercialisation Analyst |
| Job Reference: | 60288 |
| 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: | 80% |
| Percentage of Client Focus - External: | 20% |
| Reports to the: | Senior Commercialisation Manager |
| Number of Direct Reports: | 0 |
| Name and Contact Details For Applicant Enquiries: | Dr Werner van der Merwe via email: [werner.vandermerwe@csiro.au](mailto:werner.vandermerwe@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’ in SAP (click ‘Recruitment’) |

## Role Overview:

Commercialisation is a key supporting function of the CSIRO strategic goal of being Australia’s innovation catalyst. Its objective is to commercialise technology by providing coordinated, high level commercial support to business units to help connect science to business. The team provides effective strategic and transactional support in planning and delivering profound impact from CSIRO’s intellectual property. Transactions range from royalty-bearing licenses, commercialisation of platform technologies and creation of spin-outs or start-ups (company formation), through to working with spin-out companies to execute commercialisation strategies.

The role of Commercialisation Analyst will support the Commercial Team by providing high quality market, client, industry and competitor analysis to inform business decision-making, and drive commercialisation strategies and transaction development. The role will also provide portfolio level analysis and benchmarking of a variety of focus areas, including the emerging commercialisation pipeline, the existing equity portfolio and the broader commercialisation ecosystem. This position is suited to a well-organised individual with strong communication, research and business planning and financial modelling skills.

Reporting to the head of the Commercialisation Team, the Commercialisation Analyst will work closely with the Commercialisation Managers, as well as the Equity Portfolio Management and IP Management teams. The role will be responsible for retrieving key information, analysing and providing recommendations, conducting financial and business planning for key commercialisation opportunities, and maintaining key databases and information repositories.

## Duties and Key Result Areas:

* Identify, analyse, interpret and present technology commercialisation metrics and data to form insights and input to decision making.
* Coordinate information from various systems and stakeholders, including identifying problems or quality issues with the information and presenting recommendations to line manager.
* Develop strong working relationships with internal and external stakeholders.
* Provide pro-active support to business development and commercialisation activities through market analysis, patent analysis, financial analysis, benchmarking and business modelling.
* Actively engage with external information providers and staff from across the organisation to access/collect relevant and accurate information.
* Provide detailed and accurate information/reports based on solid quantitative and qualitative evidence, or where solid evidence is lacking or limited, draw conclusions based on available information.
* Positively contribute to a team environment that values equity and diversity and enables the achievement of personal and team KPIs and organisational goals.
* Adhere to the spirit and practice of CSIRO’s Values, Health, Safety and Environment plans and policies, Diversity initiatives and Zero Harm goals.
* Undertake duties and tasks that may arise as priorities for the team but are not specifically listed above.

## Competencies:

1. **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.
2. **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.
3. **Resource Management/Leadership:** Sets up and maintains effective and efficient work teams and manages performance and resources, to achieve objectives. Chooses appropriate management strategies and communication styles to maintain high levels of motivation and productivity. Gives feedback for development purposes and provides support and direction for improvement.
4. **Judgement and Problem Solving:** Investigates underlying issues of complex and ill-defined problems and develops appropriate response by adapting/creating and testing alternative solutions.
5. **Independence:** Plans, sets and works to meet challenging standards and goals for self and/or others. Recognises where endeavours will make the most impact or difference, decides on desired outcome and sets realistic goals to reach this target.
6. **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.

## Essential Criteria:

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

1. Tertiary qualifications in science, engineering and business, commerce or related fieldand/or equivalent significant experience, preferably in a large, complex organisation.
2. Strong financial modelling and numeracy skills.
3. Ability to source, evaluate, synthesise and analyse a broad range of qualitative and quantitative data to form insights and input to decision making through written business reports and analysis.
4. Demonstrated skills, knowledge and understanding of reporting, data modelling & retrieval techniques, and business analysis concepts.
5. Demonstrated experience being proactive and using problem solving skills to investigate and solve complex and ill-defined problems in a professional and timely manner.
6. Ability to work effectively in a team environment and to build positive relationships with internal and external stakeholders to achieve results.
7. Ability to be flexible and manage conflicting tasks in order to achieve desired outcomes to satisfy client expectations.

## Desirable Criteria:

1. Previous experience in the use of business intelligence tools and corporate software and demonstrated skill in SAP.
2. Interest in markets, business and science trends and technology issues relevant to CSIRO’s Business Units and lines of business
3. Experience ideally in a science or technology environment or in a commercial strategy, marketing or business development context.

## Special Requirements:

Appointment to this role is subject to a National Police Check, which must be obtained prior to commencement.

## About CSIRO:

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