# Position Details

## Administrative Services – CSOF4

The following information is for applicants

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| Advertised Job Title**:** | Strategy Consultant (2 Positions) |
| Job Reference: | 63130 |
| Relocation Assistance**:** | Will be provided to the successful candidate if required. |
| Applications Are Open To: | Australian/New Zealand Citizens and Australian Permanent Residents Only |
| Percentage of Client Focus - Internal: | 20% |
| Percentage of Client Focus - External: | 80% |
| Reports to the: | Manager, CSIRO Futures |
| Number of Direct Reports: | 0 |
| Name and Contact Details For Applicant Enquiries : | Greg Williams via email [Greg.Williams@csiro.au](mailto:Greg.Williams@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:

CSIRO Futures is the strategic advisory arm of Australia’s national science agency. We are a trusted advisor to external private and public sector entities because we sit at the interface between science and industry. Our work draws on our world leading applied R&D programs to help our clients better understand how to leverage emerging technologies to plan for an uncertain future. Our clients come from a range of sectors, including Energy, Health, Agribusiness, and Manufacturing.

CSIRO solves Australia’s greatest challenges through innovative science and technology. Our customers and partners include over 1,600 Australian companies, more than 350 multinationals, and we work in over 80 countries.

The Strategy Consultant will conduct primary research (to uncover industry, market and technology trends), perform analysis to derive novel insights, and engage in stakeholder consultation and report writing, often working within a small project team. Typical projects will focus on understanding the science and technology-based opportunities and challenges presented by major economic, environmental, social, and technological trends in an industry or sector.

## Duties and Key Result Areas:

* Quickly gather, understand, analyse and synthesise information from disparate sources into detailed, logical, evidence-based quantitative and qualitative insights and conclusions.
* Plan and extract information from client and industry workshops and interviews often from a commercially sensitive information of CSIRO and/or research or commercial partners
* Succinctly and professionally communicate complex business, scientific and technical concepts to client stakeholders.
* Work collaboratively with colleagues within the team, the business unit and across CSIRO to reach objectives
* Establishing networks with other teams and professionals in their field
* Actively develop a working knowledge across CSIRO’s science and technology domains.
* 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.

## 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: 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.**
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: Recognise and makes immediate changes to improve performance (faster, better, lower cost, more efficiently, better quality, improved client satisfaction).**
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.*

* Undergraduate qualifications in business, finance, economics, science, or engineering discipline or a related field that includes a significant analytical component.
* At least 2 years’ experience developing strategic insights by gathering, evaluating and synthesising many different types of information.
* Experience building professional quality client-facing written reports and deliverables that clearly communicate analysis and key insights.
* Excellent interpersonal, written and oral communication and presentation skills.
* Ability to manage and prioritise conflicting tasks, and flexibly achieve desired outcomes to satisfy client expectations.
* Competence in Microsoft packages and specifically familiar with Word, Excel and PowerPoint.

## Desirable Criteria:

* Experience analysing new technologies, developing technology strategies or roadmaps, and explaining the benefits of technology in business terms.
* Experience providing external customer facing services in a commercial management or strategy consulting firm.
* Postgraduate qualifications in a relevant business, finance, economics, science or engineering discipline that includes a significant analytical component.

## Special Requirements:

Appointment to this role may be subject to conditions including provision of a national police check as well as other security/medical/character clearance requirements.

The successful candidate will be asked to obtain and provide evidence of a National Police Check or equivalent. Please note that people with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.

## About CSIRO:

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