# Position Description

## Research Projects – CSOF4

The following information is for applicants

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| Advertised Job Title**:** | Technical Officer - Acoustic Testing |
| Job Reference: | 61438 |
| 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: | 0% |
| Percentage of Client Focus - External: | 100% |
| Reports to the: | Team Leader – Fire Systems |
| Number of Direct Reports: | 0 |
| Name and Contact Details For Applicant Enquiries | Dr Christopher Preston via email [Christopher.preston@csiro.au](mailto:Christopher.preston@csiro.au)  *Please do not email your application directly to Dr Preston. Applications received via this method may not be considered by the selection panel.* |
| 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 Projects staff in CSIRO collaborate 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. Research Projects staff may be involved in providing consulting services, science management and/or industry liaison.

CSIRO provides commercial testing services to industry, providing scientific evidence to demonstrate the performance of customer products and their conformity to standards and regulations. The Technical Officer – Acoustic Testing role will work in and support the Infrastructure Technologies Acoustics team. The role will provide technical delivery and customer liaison support to the testing activities. Activities undertake by the Technical Officer will include a wide range of testing, including sound insulation and absorption tests in CSIRO's reverberation chambers, and sound level/power tests in CSIRO's anechoic chamber. The role will include the preparation of technical and laboratory test reports in which test findings are provided for customers.

The position will provide support to the commercial projects run by the Acoustics team will be through customer contact and negotiation, preparing plans and schedules to assist as necessary. Additionally, the role will provide technical support and customer liaison to Infrastructure Technologies Fire Systems team, where appropriate and requested

## Duties and Key Result Areas:

* Undertake acoustic testing for external consultancy projects/contracts under Infrastructure Technologies formal laboratory management systems and processes.
* Provide technical support for the operation of the acoustic facilities including equipment maintenance, calibrations and record keeping.
* Make significant contributions to the interpretation and communication of research or technological results, drafting presentations and/or detailed written reports for clients.
* Under general direction, participate in planning projects and accept responsibility for the scheduling and completion of major parts of projects, including allocating and directing tasks where appropriate.
* Adapt and/or develop original experimental methods/equipment/software/concepts/ ideas in support of existing and further research/testing, promptly addressing where methods may not be defined and initiative is required in seeking new approaches to meet experimental and/or technological needs.
* Monitor Occupational Health and Safety issues including conducting risk assessment evaluations. Maintain safe work practices in laboratories and workshop areas with particular attention to mechanical and electrical safety and to the safe use of toxic and dangerous materials.
* 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, regionally dispersed team, and business unit to carry out tasks in support of CSIRO’s 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.

## 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.

## Selection Criteria:

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

1. A Bachelor’s degree in science or engineering relevant to acoustic testing or relevant work experience.
2. Demonstrated laboratory experience in acoustic testing with specific focus on the evaluation of construction materials, building systems and emergency warning systems.
3. Demonstrated experience in the interpretation and communication of research or technological results.
4. Communication skills including experience drafting detailed written reports and/or presentations for commercial customers.
5. Familiarity with the Microsoft Office suite, particularly Excel when used in a scientific/engineering application.
6. A proven history of professional and respectful behaviours and attitudes in a collaborative environment.

## Desirable Criteria:

1. Experience in delivering commercial testing services in a competitive environment.
2. Experience operating within a formal accredited Laboratory Management System operating to AS 17025.

## Special Requirements:

Appointment to this role may be subject to conditions including medical requirements. The successful candidate will be required to undertake a standard medical with audio.

## 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 [Infrastructure technologies](https://www.csiro.au/en/Do-business/Services/Materials-infrastructure)