# Position Details

## Research Management – CSOF7

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| The following information is for applicants | |
| Advertised Job Title | Research Manager – Mammalian protein cGMP Facility Head |
| Job Reference | 66436 |
| Tenure | Indefinite  Full-time |
| Salary Range | CSOF7 - AU $136,437 to AU $150,956 pa (pro-rata for part-time) + up to 15.4% superannuation  CSOF8 - AU $162,800 to AU $204,400 pa (pro-rata for part-time) + up to 15.4% superannuation |
| Location(s) | Melbourne (Clayton), VIC |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian/New Zealand Citizens and Australian Permanent Residents * Australian temporary residents currently residing in Australia (visa sponsorship may be provided to eligible candidates) |
| Position reports to the | Biology Group Leader |
| Client Focus – Internal | 50% |
| Client Focus – External | 50% |
| Number of Direct Reports | ~10 |
| Enquire about this job | Contact Dr Susie Nilsson via email at [Susie.nilsson@csiro.au](mailto:Susie.nilsson@csiro.au) or phone +61 419 524 576 |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) or call 1300 984 220. |

### Role Overview

The role of General Management staff in CSIRO is to contribute to the effective delivery of projects within the cGMP facility by providing high-level advice to senior managers, usually the Group leader, Program Leader and Business Unit leaders. This is a senior role that facilitates the strategic development of organisational capability, responsible for initiating and implementing organisational change and representing the interests of the cGMP facility in external forums.

This role is to lead the Mammalian protein cGMP (Current Good Manufacturing Practice) Facility, with a specific focus on directing the vision for the type of work to be completed within the facility, ensuring the team has the capability and capacity to produce the required biologics as well as maintaining a business acumen. Specifically, the role will be to oversee the successful completion of projects, as well as developing and maintaining interactions with external parties including scoping and developing business opportunities.

### Duties and Key Result Areas:

* Act as a trusted advisor, utilising knowledge of client’s business and understanding of their underlying needs.
* Within broad guidelines, use professional expertise, knowledge of other disciplines and research experience/achievement to formulate, develop and complete an approved research program with general direction as to the aims of their activities.
* Communicate research results to clients and the scientific community through oral and written reports, which may include the preparation of documents for patent applications.
* Provide advice to policy makers and inform and transfer knowledge to non-scientific audiences.
* Lead and supervise staff to ensure that experiments are established in accordance with the research design and are completed within the agree timeframes and budget.
* 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’s scientific objectives.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Making Safety Personal goals.
* Other duties as directed.

**For appointment at the higher salary level (CSOF8), duties will also include:**

* Contribute to Business Unit / organisational policy directions, strategic planning and operationalise the vision for staff and gains commitment to the direction chosen.
* Plan, seek, allocate resources and monitor to achieve outcomes - adopt a mentor role.
* Undertake feasibility studies, demonstrate a considerable degree of originality, creativity and innovation in solving problems and introduce new directions and approaches.
* Anticipate industry and/or community needs and market direction through client liaison/networking, identify and adapt quickly to changes.

## **Required Competencies:**

* **Teamwork and Collaboration:** Creates and fosters an environment in which there is a high level of cooperation within and between teams. Facilitates positive team relationships to build interactions across Business Units and the organisation.
* **Influence and Communication:** Uses complex influencing strategies, for example, assembling strategic coalitions, building behind the scenes support and the tactical use of information to gain support.
* **Resource Management/Leadership:** Provides leadership that fosters an environment that encourages new ideas and provides support for the development of emerging skills. Creates trust by displaying consistency, understanding, integrity and patience. Plans, seeks, allocates and monitors resources to achieve outcomes.
* **Judgement and Problem Solving:** Resolves major conceptual scientific, technical, commercial or management problems, which have a significant impact upon the field of research, professional function, the Business Unit or the Organisation. Situations faced have little or no precedent and require original concepts and approaches.
* **Independence:** Commits significant resources in the face of uncertainty and takes calculated risks to improve performance and achieve challenging goals. Uses personal energy to drive change strategies. Formulates and implements contingency plans to minimise the impact of potential risks. Accepts personal responsibility for the outcomes of decisions/risks taken.
* **Adaptability:**Is flexible in response to external change or when faced with external constraints. Identifies and promotes the opportunities arising as a result of change.

## **Selection Criteria**

#### Essential

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

1. A relevant PhD or equivalent relevant work experience in protein production.
2. A current driver’s licence.
3. Technical expertise in mammalian cell fermentation.
4. Extensive experience in a cGMP facility, including a very clear understanding of what capability (staff/equipment/provision of cell banks etc.) it takes for one to be successful.
5. A clear understanding of the regulatory aspects of producing clinical material under cGMP conditions, bioprocessing and production of material under these guidelines (including QMS).
6. Extensive knowledge of the Biotech space both within Australia and internationally as well as business acumen.
7. Demonstrated ability to attract funding/projects and lead teams in the planning, scheduling and delivery of multiple large projects.
8. A strong history of establishing and working effectively in teams, and a record of leadership which encourages new ideas, builds trust and provides support for the development of emerging skills, including influencing staff in observing corporate and professional standards, acting as trusted advisers, fostering effective client relationships, and ensuring alignment between client needs and CSIRO’s research objectives.
9. A significant record of innovation and creativity plus the ability and willingness to incorporate and/or promote the inclusion of novel ideas and approaches into projects of all sizes and scale.

#### Additional criteria for CSOF8 appointment:

1. Played a key role in a cGMP facility for a world-leading Biotech.
2. A track-record of publications/citations and or patents reflective of a world leader in the field or equivalent in industry interactions.
3. Demonstrated ability to attract multi-million-dollar research funds/ industry engagements over a sustained period of time.
4. Demonstrated ability to develop and implement a vision for the direction of a cGMP facility.

## **Desirable:**

1. Expertise in construct design for mammalian expression
2. Experience working with the TGA or equivalent.

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.
* If the successful candidate is not an Australian Citizen or Permanent Resident, they 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/
* This role has child safety obligations. Accordingly, the successful candidate will be required to obtain or provide evidence that they hold a working with children check prior to confirmation of appointment.

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