POSITIVE DESCRIPTION

Position Title: Research Assistant
Organisation Unit: Queensland Alliance for Environmental Health Sciences
Position Number: 3035071
Type of Employment: Full Time, Fixed Term (2 years)
Classification: Level 6

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

UQ ranks in the world’s top universities, as measured by several key independent ranking, including the Performance Ranking of Scientific Papers for World Universities (45), the US News Best Global Universities Rankings (52), QS World University Rankings (51), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (60). UQ again topped the nation in the prestigious Nature Index; and secured a greater share of Australian Research Council grants in 2016 ($24.5 million) than any other university nationally.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience – the UQ Advantage – is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 50,000-plus strong student community includes more than 13,000 postgraduate scholars and more than 12,000 international students from 144 countries, adding to its proud 230,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.7 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, as well as social science research.
UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and will have further success in this area as an important strategic aim going forward.

Faculty of Health and Behavioural Sciences

The Faculty of Health and Behavioural Sciences is a strong faculty that has a coherent focus on health and well-being underpinned by a clear integrative theme related to preventative health and behaviour change. Furthermore, the Faculty provides the opportunity for the allied health sciences to have a strong voice and great visibility within the University.

The Faculty currently includes six schools and three research centres:

- School of Dentistry
- School of Health and Rehabilitation Sciences
- School of Human Movement and Nutrition Sciences
- School of Nursing, Midwifery and Social Work
- School of Pharmacy
- School of Psychology
- Centre for Youth Substance Abuse Research
- RECOVER Injury Research Centre
- Queensland Alliance for Environmental Health Sciences (QAEHS)

Information about the Faculty may be accessed on the Faculty’s web site at http://www.habs.uq.edu.au/

Queensland Alliance for Environmental Health Sciences

The Queensland Alliance for Environmental Health Sciences (QAEHS) is a new research Centre, funded by Queensland Health and The University of Queensland that is committed to establishing and maintaining multidisciplinary research expertise across a range of environment health sciences. These include environmental aspects of toxicology, human health epidemiology, microbiology, health risk assessment, health risk communication, identification and analysis of emerging environmental health risks, and state-of-the art monitoring and analytical techniques, methodologies and technologies for environmental hazards and exposures. The Faculty is strongly committed to the advancement of quality inter-professional education and genuine inter-disciplinary research in the health sciences. Further information is available at www.health.uq.edu.au/habs.

QAEHS will work closely with Queensland Health to develop its research directions, and to provide expert opinion and advice, as well as relevant training for Queensland Health staff. In addition, staff will pursue research excellence through competitively funded research and government or private consultancies. Supervision of research students and some coursework teaching are other core components of QAEHS’ activities.

Information for Prospective Staff

Information about life at UQ including staff benefits, relocation and UQ campuses is available at - http://www.uq.edu.au/current-staff/working-at-uq
DUTY STATEMENT

Primary Purpose of Position

To work as a Research Assistant in a team based environment, supporting the activities of passive sampling research and related consultancy projects through the provision of both laboratory and field based technical support and administrative assistance to research projects.

Duties

Duties and responsibilities include, but are not limited to:

Research

- Maintain and service Gas and Liquid Chromatograph Mass Spectrometers (GC-MS, GC-MS/MS, GC-HRMS and LC-MS/MS) to facilitate research needs and high performance of the instruments.
- Contribute to method development for new analytical methods and laboratory sample extraction procedures.
- Analyse samples on GC- and LC- instrumentation including preparation of calibration standards and mobile phases, data integration and reporting.
- Preparation of passive samplers for environmental monitoring of trace organic chemicals.
- Extraction and processing of samples for trace organic analysis.
- Prepare and maintain stocks of native and labelled chemical standards and mixtures.
- Develop standard operating procedures (SOPs) for routine laboratory tasks.
- Prepare scientific reports and other technical documents.
- Participate in the training of other staff and research students.
- Support Occupational Health and Safety (OH&S), Quarantine and Drugs and Poisons practices within the laboratory.

Administration

- Establish and maintain sample and project records (including sample tracking and data).
- Order and maintain laboratory stores and consumables.
- Any other duties as reasonably directed by your supervisor.

Other

Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:
- the University’s Code of Conduct
- requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School
• the adoption sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures
• requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University

Organisational Relationships

The position reports to Professor Mueller, QAEHS.
SELECTION CRITERIA

- Completion of an undergraduate degree in an appropriate discipline with subsequent relevant experience (Environmental Science or equivalent); or extensive experience and specialist expertise or broad knowledge in technical or administrative fields, or an equivalent combination of relevant experience and/or education/training.

- Demonstrated knowledge of trace analytical chemistry and organic chemistry.

- Demonstrated experience in the use and maintenance of laboratory analytical instruments, particularly High Resolution Mass Spectroscopy (HRMS) and Tandem Mass Spectroscopy (MS/MS) instrumentation.

- Experience with analysis of complex matrices for a wide variety of organic chemical compounds, particularly environmental contaminants, such as dioxins/furans, polybrominated diphenyl ethers (PBDEs), polychlorinated biphenyls (PCBs) as well as pesticides and novel chemical compound groups as required.

- Experience with analysis associated with human biomonitoring studies.

- Strong laboratory and analytical skills, with an emphasis on accuracy and attention to detail.

- Ability to accurately interpret and follow methods and protocols (found in research papers, standard operating procedures, Australian guidelines etc.)

- Knowledge of the use of a wide range of computer applications in a network environment (particularly the Microsoft Office Suite) in a medium to large sized organisation.

- Excellent interpersonal skills including the ability to communicate effectively with team members and clients by telephone, email and in person.

- Ability to prioritise own workload and meet deadlines.

- Ability to work both independently and as an effective project group team member.

- High level written and oral communication skills.

Desirable

- Familiarity with Thermo Fisher Scientific and Shimadzu instrument software.

- Experience with method development and validation on GC-MS systems.

- Relevant work experience in a laboratory preferably in a large organisation or research environment would be an advantage.

- Demonstrated knowledge in environmental sampling technologies or the ability to rapidly acquire such knowledge.

The University of Queensland values diversity and inclusion.

Applications are particularly encouraged from Aboriginal and Torres Strait Islander peoples.