POSITION DESCRIPTION

Position Title: Senior Scientific Officer (EGL Operations Manager)
Organisation Unit: School of Earth and Environmental Science
Type of Employment: 3 year fixed term
Classification: Hew 7

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 CWTS Leiden Ranking (32), the Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (42), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). Excluding the award component, UQ is now ranked 45th in the world in the ARWU, and is one of the only two Australian universities to be included in the global top 50.

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 52,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 15,400 international students from 135 countries, adding to its proud 250,000-plus alumni. The University has more than 6,600 academic and professional staff (full-time equivalent) and a $1.75 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 this will be a strategic focus going forward.

Organisational Environment

The School of Earth and Environmental Sciences (SEES) is part of the UQ Faculty of Science and currently has 104 academic staff, and 31 professional and technical staff and over 1,120 equivalent full-time students.

The School's extensive teaching and research activities span the fields of geology, human and physical geography, environmental science and management, biodiversity conservation, geospatial science and remote sensing, mineral resources, palaeontology, geophysics, occupational health and safety sciences, and urban and regional planning. SEES teaches into a diverse range of programs for undergraduate, honours and postgraduate coursework students, and higher degree by research programs.

The School has a vibrant, multidisciplinary research profile and enjoys consistent success in securing nationally competitive grants, industry funding, publishing numerous papers in high-quality international journals as well as having an important influence in areas related to government policy and industry practice.

School academics and technical staff are supported by world-class facilities and laboratories that house specialist instruments, microscopes and other equipment. Facilities include an extensive lapidary laboratory together with a suite of mass spectrometry infrastructure enabling major and trace element analyses, radiogenic and stable isotope investigations, noble gas geochronology, coal petrology, organic geochemistry, micropaleontology, geomicrobiology and fluid inclusion studies. The School also maintains close links with the UQ Centre for Microscopy and Microanalysis, which houses transmission electron microscopes, scanning electron microscopes, sample preparation facilities and a sophisticated optical microscopy suite.

Other School facilities include an innovative planning studio and computer laboratories for GIS and remote sensing. Staff and students also engage in teaching and research at UQ's world-class island research stations on North Stradbroke Island and Heron Island.

For more information, visit the School of Earth and Environmental Sciences website: sees.uq.edu.au.

Diversity and Inclusion

The School recognizes and values equity and diversity, and encourages applications from any individual who meets the requirements of this position irrespective of gender, sexuality, race, ethnicity, religion, disability, age or other protected attributes. The School strives to provide an inclusive working environment, and along with the University is committed to supporting staff with family and caring responsibilities by providing policies, programs and initiatives to help balance work and family responsibilities.
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

The University of Queensland Enterprise Agreement outlines the position classification standards for Levels A to E.

DUTY STATEMENT

Primary Purpose of Position

The position provides research support services and manages the day-to-day operation of the SEES Environmental Geochemistry Laboratory (EGL).

This includes the safe and efficient operation of analytical instrumentation (e.g. ICP-OES, ICP-MS and XRF), service and training on a wide variety of sample preparation and analysis procedures and development of new analytical techniques as required.

This position may also assist with postgraduate supervision and training in the laboratory, and will provide support to ensure high quality research outputs in publications and industry reports.

Duties

Duties and responsibilities include, but are not limited to:

Operational

- Operational management of the Environmental Geochemistry Laboratory and safe, efficient utilisation of analytical instrumentations including the ICP-OES, ICP-MS and XRF.
- Maintenance of the above instruments and supporting apparatus.
- Sample preparation for geochemical analysis.
- Development of analytical techniques and protocols for the above analysis and assistance with other geochemical analytical techniques.
- Performance of analytical instrument analyses for research and commercial samples.
- Perform quality assurance procedures using the analytical equipment.
- Provide expert advice for optimisation of the associated experimental procedures and where necessary development of new procedures.
- Provide expert advice on software and analysis of acquired analytical data.
- Oversee the supply of consumables in the Environmental Geochemistry Laboratory.
- Coordinate purchasing, installation and maintenance services of equipment.
- Manage the effective and efficient operation of analytical facilities in accordance with University policies and procedures.
- 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 of 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 the CGMS Director, School of Earth and Environmental Sciences.

SELECTION CRITERIA

- Honours or higher degree in one of the Sciences such as chemistry, geochemistry, physics, or chemical engineering or equivalent combination of relevant experience and/or education/training.
- At least 4 years demonstrated analytical experience in the operation of analytical chemistry, geochemistry, or related laboratory/research facilities.
- Demonstrated experience in maintenance of a geochemical laboratory and mass spectrometers.
- Advanced computing skills including database maintenance and data analysis using spreadsheets.
- Demonstrated knowledge in the areas of analytical chemistry, geochemistry, and environmental geochemistry.
- Demonstrated ability to develop sample preparation and analysis protocols for a wide range of geological and environmental samples (e.g., rocks, sediments, soils, waters, biological specimens, particulates).
- Experience with ultra-low trace element analysis and clean laboratory procedures is desirable.
- Demonstrated ability to provide experimental support to research projects and keep up to date with the latest developments and/or research is desirable.

Qualification Verification

An appointment to this position is subject to the verification of the highest academic qualification from the conferring institution.
The University of Queensland values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University’s Diversity and Inclusion webpage (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.

This role is a full-time position; however flexible working arrangements may be negotiated.

Accessibility requirements and/or adjustments can be directed recruitment@uq.edu.au