POSITION DESCRIPTION

Position Title: Senior Research Assistant
Organisation Unit: School of Agriculture and Food Sciences
Position Number: 3043052
Type of Employment: Part Time, (0.5 FTE), Fixed Term
Classification: Hew Level 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 Performance Ranking of Scientific Papers for World Universities (43), the US News Best Global Universities Rankings (52), QS World University Rankings (47), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (65). UQ again topped the nation in the prestigious Nature Index and our Life Sciences subject field ranking in the Academic Ranking of World Universities was the highest in Australia at 20.

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 240,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.8 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 Faculty of Science is recognised as a powerhouse for some of the world's leading scientists, teachers, science programs and commercial outcomes. The Faculty is one of the largest Science groupings in Australia, with approximately 1100 (equivalent full-time) staff, and about 7500 (equivalent full-time) students.

Throughout its Schools and Centres, the Faculty unites the disciplines of agriculture and animals, biomedical and biological sciences, chemistry, earth sciences, food sciences, geography, marine science, maths and physics, the environment and veterinary science.

With strong links between the enabling and applied sciences, UQ researchers and graduates are working on a wide range of groundbreaking projects from the molecular characterisation of drug resistant bacteria that affect piglets through to finding better treatments for illness and rehabilitation of the environment.

Information about the Faculty may be accessed on the Faculty's web site: http://www.science.uq.edu.au/.

School of Agriculture and Food Sciences

The School of Agriculture and Food Sciences is Australia’s most diversified agriculture research and teaching school, comprising research and teaching experts in agribusiness and the science disciplines of animals and wildlife, plants and soil sciences, food and nutrition science. With nearly 350 staff, 300 higher degree research students and over $35 million in operating and research income, the School has helped UQ to become recognised as the world's top ranked tropical agriculture university, and the leading agriculture university in Australia.

Located at St Lucia and Gatton, the School is a large and dynamic multidisciplinary hub focused on applied research and teaching within the Faculty of Science committed to finding innovative and technology focussed solutions to global challenges. The School offers a range of undergraduate postgraduate coursework and research degrees encompassing agriculture and related disciplines ranging from Bachelor Degree to Doctorate.

With a diverse group of internationally regarded scientists, the School hosts six research concentrations, of which three are aligned with the Queensland Alliance for Agriculture and Food Innovation – a joint initiative between The University of Queensland and the Queensland State Government. Quality laboratories and facilities and strong partnerships with industry, community and government bodies, provide an environment that enables world class research and research training in a collaborative and cooperative spirit for postgraduate students and researchers. Further information on the School’s teaching programs, research focuses and community activities can be accessed at www.uq.edu.au/agriculture.
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

The primary role of this position is to manage and provide support to all laboratory facilities in the Metabolomics Laboratory of the School of Agriculture and Food Sciences. The role will also be involved in data analysis and the preparation of associated reporting.

The Senior Research Assistant will have a major role in the preparation, conduct and support of research including the preparation of equipment and materials. The position will also be key in the development and testing of new experiments and associated processes. In addition the role will oversee, assist and support the laboratory requirements for student users. Other roles include responsibility for instrumentation and participation in training all lab users, demonstrators and tutors.

Duties

Duties and responsibilities include, but are not limited to:

Laboratory

- Responsible for the management and coordination of the Metabolomics Laboratory and instrumentation.
- Provide high level technical laboratory advice to academic staff and researchers and partner in the development and testing of new and / or innovative laboratory methods. This includes providing advice within areas of expertise on methodologies, quality assurance, instrumentation, risk and waste management.
- Undertake research tasks as directed by the Chief Investigator, including data analysis and the preparation of reports.
- Set up, perform and report analytical work on externally or internally sourced samples on a cost recovery basis as may arise from time to time.
- Responsibility for the metabolomics and mass spectrometry platforms including maintenance and technical training for users, ensuring proper operation and simple troubleshooting.
- Oversee the training and in-lab supervision of students, staff and researchers.
- Closely support work in the laboratory including on-the-spot troubleshooting of experiments and equipment.
- Coordinate student and staff access to the scientific facilities, including appropriate training and workplace safety compliance.
- Maintain consumables and other items required to support research including performing procurement activities as required.
• Provide relevant assistance to PhD and Honours projects if appropriate, and contribute to the in-lab supervision of Masters coursework students undertaking research

Other duties, consistent with the level of appointment in the job family concerned, as directed.

**Occupational Health and Safety**

• Ensure that preparation for and conduct of research meet OH&S standards.

• Provide a safe working environment through ensuring chemical inventories, periodic audit items and preventative maintenance schedules are maintained and that chemical storage, signage and housekeeping meets UQ policies.

• Contribute towards Risk Assessments to manage OH&S issues related to laboratory activities.

• Contribute towards Fieldwork Plans to manage OH&S issues related to course and research chemistry based fieldwork activities.

• Participate as a member of the OH&S committee for developing and improving laboratory safety.

**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 Chief Investigator.
SELECTION CRITERIA

- A relevant degree in an area of metabolomics analysis with subsequent relevant experience in coordinating facilities or an equivalent combination of relevant experience and/or education/training.

- Relevant experience in a laboratory management role, preferably at a university or similar educational setting.

- Demonstrated high level of research capability, including an ability to test and troubleshoot new and existing experiments.

- In-depth laboratory knowledge and skills with significant expertise in a range of metabolomics techniques, equipment and instrumentation.

- Demonstrated high level scientific rigor, accuracy and attention to detail.

- Experience in providing excellent client service in a research laboratory environment.

- Ability to work in a calm, efficient and well-organised manner under pressure and with a high degree of autonomy, particularly during peak periods.

- Ability to forward plan, prioritise tasks and meet deadlines.

- An understanding of quality assurance (QA) in analytical laboratories and ability to assist researchers on designing and meeting QA objectives would be desirable.

- Demonstrated use of higher order problem solving skills in diagnosing problems or identifying potentially useful new techniques would be highly regarded.

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.

Accessibility requirements and/or adjustments can be directed to the contact person listed in the job advertisement.