POSITION DESCRIPTION

Position Title: Senior Technical Officer (Plant Science)
Organisation Unit: School of Agriculture and Food Sciences
Position Number: NEW
Type of Employment: Full Time, Continuing
Classification: HEW 6
Location: St Lucia

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 (45), QS World University Rankings (48), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (69). UQ again topped the nation in the prestigious Nature Index, and our Academic Ranking of World Universities result in the field of Life and Agricultural Sciences is 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://uniquelol.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 Agriculture and Food Sciences is one of the largest Schools of this type in Australia, 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 $33 million in operating and research income, the School has helped UQ to become recognised as one of the top 50 universities in the world for Life and Agriculture Sciences, 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.

Information about the Faculty and the School may be accessed on the Faculty’s web site at http://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

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

DUTY STATEMENT

Primary Purpose of Position

Provide high level technical support for teaching and research in plant science. The position is responsible for managing facilities used by the Plant Science group as well as supporting practical classes in plant science and related disciplines. The role supports, maintains and operates laboratory and field equipment, and provides specialist, technical and OHS advice to students and staff in the conduct of research. Although a member of the Plant and Soil Science technical teams, the role may be seconded to support teaching and research in other discipline areas.

The position is based at St Lucia. Some travel to Gatton or other remote sites for training and work purposes may be required.
Duties

Duties and responsibilities include, but are not limited to:

**Undergraduate and Postgraduate Support**
- Undertake planning, coordination and delivery of practical classes in plant science and related courses. Regularly revise, update and modify practical manuals and develop and trial new practical elements. Support processes relating to the selection and training of tutors and demonstrators and participate, as required and as able, in the delivery of course content in tutorials and practicals.
- Provide high level technical support, guidance and advice to course work and research postgraduate students in the execution of their projects. Induct students in laboratory and field locations. Advise on experimental design and method development and offer training in laboratory, analytical and field techniques, as required.
- Acquire and maintain consumable stocks, reference materials and specimens for use by students in practical teaching or by higher degree research students.
- Assist with planning and coordination of excursions and site visits in accordance with the learning objectives of the course.

**Facilities and Asset Management**
- Exercise responsibility for supervision and operation of shared teaching laboratories when in use for plant science classes, and shared research facilities used by the plant science group. Establish and maintain appropriate safe work procedures, tidiness and housekeeping in collaboration with users and in accordance with UQ policies, School procedures and relevant statutory guidelines.
- Actively engage in activities associated with the efficient and timely management of equipment, instruments and facilities including ordering, calibration, control and operation, and reporting, arranging and monitoring of planned and unplanned maintenance.
- Support the School’s asset management obligations by engaging in procurement, asset stock-takes and audits in accordance with UQ policy.
- In collaboration with the Facilities Officer, support minor works in Plant Science areas, and liaise with internal and external contractors as required.

**Occupational Health and Safety**
- In areas of responsibility, assist staff and students to comply with their occupational health and safety responsibilities, monitor work practices in laboratories and field sites, address and report incidences or breaches of UQ policy.
- Provide support for staff and students in following UQ guidelines and safe work procedures related to the ordering, handling, storage and disposal of chemicals, and the testing, operation and maintenance of electrical and mechanical equipment.
- Monitor and ensure compliance with OGTR regulations and PC2 requirements in shared research and teaching spaces. Advise staff and students about their PC2 and OGTR obligations. Maintain awareness of the legislation and related UQ policies and procedures.
Maintain high level knowledge of the requirements for working in Quarantine Approved Arrangements and with Quarantine material. Ensure users are trained appropriately, assist with Import Permit applications, monitor work practices, attend Quarantine audits as required and follow up on Corrective Actions.

**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 Technical Services Manager, School of Agriculture and Food Sciences.

**SELECTION CRITERIA**

- Completion of a Bachelor degree with specialisations in plant science or related disciplines with subsequent relevant experience; or an equivalent combination of relevant experience and/or education and training.
- Demonstrated broad knowledge in the field of plant science, including plant physiology, plant pathology or plant molecular biology.
- Knowledge and skills in relevant laboratory, glasshouse and field techniques, including microscopy, plant growth, routine laboratory techniques and design and execution of laboratory and glasshouse experiments. Thorough familiarity with common laboratory equipment such as centrifuges, pH meters and autoclaves and the ability to train others.
- Experience or proven ability to acquire and exercise skills in managing laboratories and field sites for teaching and research, in accordance with internal and external policies, standards and guidelines.
- Proficient in working with undergraduate and postgraduate students and supporting their learning needs with appropriate technical and scientific advice and training.
- High level skills and experience using Microsoft Office and scientific and statistics programs using enquiry, data entry, formula and reporting functions to record, process and display data in a variety of formats.
- Knowledge, or the ability to acquire knowledge, of the University’s policies and procedures relating to Occupational Health and Safety, the Risk Assessment database, and the on-line Purchasing system.

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](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.