POSITION DESCRIPTION

Position Title: Technical Officer, (Animal Science)
Organisation Unit: School of Agriculture and Food Sciences
Position Number: 3021706
Type of Employment: Full time Continuing
Classification: Huw Level 5

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 School of Agriculture and Food Sciences is one of the largest Schools of this type in Australia, comprising research and teaching experts in plant and soil science, animal science, agricultural business, environmental science and food, nutrition and technology. With a diverse group of internationally regarded scientists, our experts deliver knowledge, skills and research that provide solutions to world issues in climate change, feeding the world, managing the environment, replacing fossil fuels with biofuels, maintaining biodiversity and supporting economic and community development.

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 and postgraduate coursework and research degrees encompassing agriculture and related disciplines ranging from Bachelor Degree to Doctorate. 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. Faculty of Science information covering 7 Schools and 19 Centres is available at www.uq.edu.au/science and information on the Queensland Alliance for Agriculture and Food Innovation – a joint initiative between The University of Queensland and the Queensland State Government, which the School is closely aligned with, is available at www.qaafi.uq.edu.au. 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 provide technical support for teaching and research in animal science. The position is responsible for supervision of facilities used by the Animal Science group as well as supporting practical classes in animal anatomy and physiology and related courses. The role supports, maintains and operates laboratory and field equipment, and provides induction and training as required. Although a member of the Animal Science technical team, the role may be seconded to support teaching and research in other discipline areas.

The position is based at Gatton. Some travel to St Lucia 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**
- Under general direction, carry out planning, coordination and delivery of practical classes in animal anatomy and physiology 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 technical support, guidance and advice to course work and research postgraduate students in the execution of their projects. Induct and train students in laboratory and field sites, facilities and techniques, as required.
- Liaise with service providers on the Gatton campus to plan access to facilities and animals for teaching and research.
- Acquire and maintain consumable stores, reference materials and specimens for use by students in practical teaching or by higher degree research students.
- Support and participate in excursions and site visits, as required.

**Facilities and Asset Management**
- Under general direction, exercise responsibility for supervision and operation of teaching and research facilities shared by the Animal Science group. Establish and maintain appropriate safe work procedures, tidiness and housekeeping in collaboration with users and in accordance with UQ and 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 procurements, asset stocktakes and asset audits in accordance with UQ policy.

**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.
- Where relevant, monitor and ensure compliance in relation to any statutory requirements applicable within areas of responsibility. Maintain awareness of the legislation and related UQ policies and procedures.
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 Technical Services Coordinator (Animal Science).
SELECTION CRITERIA

**Essential**

- Completion of a Bachelor degree with specialisations in animal science or related disciplines; or an equivalent combination of relevant experience and/or education and training.
- Open class C driver's licence (manual).
- Demonstrated knowledge in the fields of animal anatomy and physiology.
- Knowledge and skills in laboratory techniques including operation and maintenance of physiological equipment and software relating to Lab Tutor and Chart, and relevant field techniques including large and small animal handling.
- Demonstrated understanding of the *Australian Code for the care and use of animals for scientific purposes - 8th Edition*, as well as relevant guidelines, legislation and general community expectations.
- Able to support undergraduate and postgraduate students in their learning and to provide technical advice and training appropriate to students' needs.
- Experienced and skilled in Microsoft Office applications, and familiarity with relevant scientific and statistics software programs.

**Desirable**

- Knowledge of the University’s policies and procedures relating to Occupational Health and Safety, the Risk Assessment database, and the on-line Purchasing system.
- Licensing and training for operating off road vehicles including 4WD and motorcycle.

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.

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

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