**Position Description**

**College/Division:** College of Health & Medicine  
**Faculty/School/Centre:** The John Curtin School of Medical Research  
**Department/Unit:** Department of Immunology and Infectious Disease  
**Position Title:** Postdoctoral Fellow/Research Fellow  
**Classification:** Academic Level A/B  
**Position No:** TBA  
**Responsible to:** Fellow & Group Leader – The Man Group  
**Number of positions that report to this role:** Nil  
**Delegation(s) Assigned:** Nil

**PURPOSE STATEMENT:**
The Postdoctoral Fellow/Research Fellow is required to support an exciting project on innate immunity in infectious disease and cancer in the Man Laboratory in the Department Immunology and Infectious Disease, The John Curtin School of Medical Research.

**KEY ACCOUNTABILITY AREAS:**

**Position Dimension & Relationships:**
Based at The John Curtin School of Medical Research, the Postdoctoral Fellow / Research Fellow will work in the Man Laboratory, Department of Immunology and Infectious Disease and will report to the Group Leader – Man Group. They will be required to work independently and be able to balance their workload between experimental work, adequate reading of the literature, preparing their results for publication or presentation and supporting or supervising students.

**Role Statement:**
Specific duties required of a Postdoctoral Fellow / Research Fellow may include:
- Perform scientific research consistent with the aims of the projects. This will include understanding the fundamental biology of innate immune sensing pathways in response to infection and danger signals.
- Keep an accurate, permanent record of all work done.
- Write research papers suitable for publication in highly ranked international journals and give excellent presentations based on their results at relevant conferences.
- Involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars in the field of expertise;
- Occasional contributions to teaching in relation to his/her research project(s);
- Attendance at meetings associated with research or the work of the organisational unit to which the research is connected and/or at departmental and/or faculty meetings and/or membership of a limited number of committees;
- Actively assist in the supervision of undergraduate and post-graduate students, as required, within the field of the staff member's research.
- Comply with all ANU policies and procedures, and in particular those relating to work health and safety and equal opportunity, and
- Other duties as required consistent with the classification level of the position.

**Skill Base**
A Level A research academic will normally have completed four years of tertiary study in the relevant discipline and/or have equivalent qualifications and/or research experience. In many cases a position at this level will require an honours degree or higher qualifications or equivalent research experience. Research experience may have contributed to or resulted in publications, conference papers, reports or professional or technical contributions that give evidence of research potential.

For assistance please contact HR Division Ph. 6125 3346
A Level B research academic will normally have completed a relevant doctoral qualification or have equivalent qualifications or research experience. In addition he/she may be expected to have had post-doctoral research experience that has resulted in publications, conference papers, reports or professional or technical contributions that give evidence of research ability.

**SELECTION CRITERIA:**

**Academic Level A**
1. A PhD awarded or imminent thesis submission in biomedical science, preferably in the general discipline of infection and immunity or cancer biology.
2. Recent experience with one or more of: immunology, microbiology (bacteria or viruses), molecular biology, *in vivo* studies of pathogenesis in mice, immuno-oncology.
3. Evidence of original intellectual contribution, critical thinking and self-motivation in pursuit of career goals.
4. Demonstrated ability to work independently and as part of a collaborative team toward delivery of required research outcomes.
5. Well-developed time management and organisational skills as well as excellent written and oral communication skills as demonstrated by an ability to present recent research.
6. Proven ability to analyse and solve problems and to be flexible and adaptable in an ever-changing professional environment.
7. A demonstrated understanding of equal opportunity (EO) principles and policies and a commitment to their application in a university context.

**Academic Level B**
1. A PhD or equivalent in biomedical science, preferably in the general discipline of infection and immunity or cancer biology with a strong track record of independent research as evidenced by publications in peer-reviewed journals, conference presentations.
2. High level knowledge of and recent experience with two or more of: immunology, microbiology (bacteria or viruses), molecular biology, *in vivo* studies of pathogenesis in mice, immuno-oncology.
3. Evidence of original intellectual contribution, critical thinking and self-motivation in pursuit of career goals.
4. Demonstrated ability to work independently and as part of a collaborative team toward delivery of required research outcomes.
5. Well-developed time management and organisational skills as well as excellent written and oral communication skills as demonstrated by an ability to present recent research.
6. Proven ability to analyse and solve problems and to be flexible and adaptable in an ever-changing professional environment.
7. A demonstrated understanding of equal opportunity principles and policies and a commitment to their application in a university context.

**Supervisor/Delegate Signature:**

**Date:**

**Printed Name:**

**Uni ID:**

**References:**
- General Staff Classification Descriptors
- Academic Minimum Standards
**Pre-Employment Work Environment Report**

### Position Details

<table>
<thead>
<tr>
<th>College/Div/Centre</th>
<th>Dept/School/Section</th>
<th>Position Title</th>
<th>Classification</th>
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<tr>
<td>College of Health and Medicine</td>
<td>The John Curtin School of Medical Research</td>
<td>Postdoctoral Fellow/Research Fellow</td>
<td>Academic Level A/B</td>
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</table>

**Position No.** TBA

**Reference No.**

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In accordance with the Occupational Health and Safety Act 1991 the University has a duty of care to provide a safe workplace for all staff.

- This form must be completed by the supervisor of the advertised position and forwarded with the job requisition to Appointments and Promotions Branch, Human Resources Division. Without this form jobs cannot be advertised.
- This form is used to advise potential applicants of work environment issues prior to application.
- Once an applicant has been selected for the position consideration should be given to their inclusion on the University's Health Surveillance Program where appropriate – see . [http://info.anu.edu.au/hr/OHS/__Health_Surveillance_Program/index.asp](http://info.anu.edu.au/hr/OHS/__Health_Surveillance_Program/index.asp) Enrolment on relevant OHS training courses should also be arranged – see [http://info.anu.edu.au/hr/Training_and_Development/OHS_Training/index.asp](http://info.anu.edu.au/hr/Training_and_Development/OHS_Training/index.asp)

### Potential Hazards

- Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a regular or occasional part of the duties.

#### TASK

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<tr>
<th>TASK</th>
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<tbody>
<tr>
<td>key boarding</td>
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<td>lifting, manual handling</td>
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<td>repetitive manual tasks</td>
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<td>catering / food preparation</td>
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<td>fieldwork &amp; travel</td>
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<td>driving a vehicle</td>
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#### NON-IONIZING RADIATION

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#### CHEMICALS

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<td>mutagens/teratogens/</td>
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<td>carcinogens</td>
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<td>pesticides / herbicides</td>
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#### IONIZING RADIATION

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<tr>
<td>beta particles</td>
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<td>nuclear particles</td>
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#### BIOLOGICAL MATERIALS

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<tbody>
<tr>
<td>microbiological materials</td>
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<tr>
<td>potential biological allergens</td>
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<td>laboratory animals or insects</td>
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<td>clinical specimens, including blood</td>
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<td>genetically-manipulated specimens</td>
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<td>immunisations</td>
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#### OTHER POTENTIAL HAZARDS (please specify):

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**Supervisor’s Signature:**

**Print Name:** Si Ming Man

**Date:** 28/08/2017

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