



Make  
it matter.

## POSITION DESCRIPTION

# Research Officer | LAMP-Molecular Diagnostics

|                            |  |
|----------------------------|--|
| Faculty/Division           | Medicine & Health  |
| Classification Level       | Professional 6   |
| Hours & Span (Category)    | G - Administrative, Clerical, Computing, Professional & Research Staff |
| Position number            | 00203292   |
| Shiftwork status           | NOT SHIFTFORKER  |
| Allowances                 | Nil  |
| On call arrangements       | Nil  |
| Original document creation | Nil  |

### Position Summary

A **Research Officer** plays a key role in supporting research projects as part of a multidisciplinary team of researchers. The Baum lab at UNSW is seeking a Research Officer to help complete a program of research to deliver a point-of-care molecular diagnostics (with application to dermatological diseases - with a particular focus on those relevant to indigenous health).

The position will provide technical and research assistance under the direction of senior research staff in activities associated with the different elements of the core research project.

The role reports to the Head of the Baum lab and has no direct reports.

### Accountabilities

Specific accountabilities for this role include:

- Provision of practical and efficient research support to stakeholders, assisting in the conduct of research that contributes to a development of LAMP-based molecular point-of-care diagnostics.
- Support in the conceptualisation, design, and successful conduct of experiments that relate to diagnostic development.

- Prepare and contribute to the production of technical reports, manuscripts for publication and tenders or grants for external funding.
- Manage the technical aspects of databases, including coordinating and executing data cleaning, data management processes and ensuring research integrity in research databases.
- Perform quantitative/qualitative data analyses as required by the research project.
- Proactively assist with research reports, peer-reviewed publications, presentations, ethics applications and progress reports.
- Monitor research protocols, provide problem solving and resolution to any evolving problems related to design, implementation and analysis.
- Liaise with organisations, data custodians, stakeholders and collaborators and actively participate in meetings and discussions as required.
- Coordinate, plan and complete day-to-day research activities within the framework of agreed project timelines and responsibilities.
- Align with and actively demonstrate the [UNSW Values in Action: Our Behaviours](#) and the [UNSW Code of Conduct](#)
- Cooperate with all health and safety policy and procedures of the University and take all reasonable care to ensure your actions or omissions do not impact on the health and safety of yourself and others.

## **Skills and Experience**

- A university degree in biological, biomedical, or biotechnological science or a related discipline, or an equivalent level of knowledge gained through a combination of education, training or experience.
- Direct experience in advanced molecular biology techniques. This should include LAMP (loop-mediated isothermal amplification) and some experience of other techniques (e.g. PCR, gel electrophoresis, DNA extraction and the design of primers).
- Knowledge of research protocols, experimental design and planning as involved in developing research projects and reporting against milestones.
- Experience working with a range of computer systems and applications, including LabArchives or other alternative data storage systems.
- Demonstrated superior interpersonal communication skills to initiate and maintain effective stakeholder relationships whilst exercising discretion and confidentiality.
- Excellent time management skills, with a demonstrated ability to respond to changing priorities, manage multiple tasks and meet competing deadlines by using judgement and initiative.
- Excellent written and verbal communication skills, with a high level of attention to detail and the ability to liaise effectively with a range of stakeholders.
- Demonstrated ability to work collaboratively and productively within a team, but also to take initiative and work independently while managing competing demands.
- An understanding of and commitment to UNSW's aims, objectives and values in action, together with relevant policies and guidelines.
- Knowledge of health and safety responsibilities and commitment to attending relevant health and safety training.

**About this document**

This Position Description outlines the objectives, desired outcomes, key responsibilities, accountabilities, required skills, experience and desired behaviours required to successfully perform the role.

This template is not intended to limit the scope or accountabilities of the position. Characteristics of the position may be altered in accordance with the changing requirements of the role.