



POSITION DESCRIPTION

## **Technical Officer**

March 2025

UNIVERSITY of   
**TASMANIA**

## Position Summary

College / Division	College of Sciences and Engineering
School / Section	Tasmanian Institute of Agriculture
Location	Newnham
Classification	<u>HEO Level 5</u>
Reports to	Research Fellow in Production Horticulture
Direct reports	None
Delegation level	No Delegation

## Position Overview

The Technical Officer will provide technical support and research services to academic staff and postgraduate students involved in TIA's research, development, and industry engagement. The Technical Officer will broadly promote a safety culture compliant with UTAS and Work Health and Safety regulations. TIA's mission is to enable Tasmanian food producers and processors to accelerate primary sector productivity while maintaining and improving Tasmania's land and water quality for future generations. The Technical Officer will play an active role in directly supporting this mission in the work that they do.

## About the University of Tasmania

Welcome to the University of Tasmania, your island campus 1,270 million years in the making. This is heightened education at a slower pace of life. A place that attracts the highest percentage of scientists per capita in the world. Home to towering temperate rainforests, 60,000 years of human knowledge and underground cultural experiences of legend. Take your time to breathe it all in.

Our journey began in 1890, with a seed of academic excellence sown on our island. We inspire and encourage people to flourish and thrive. Our unique circumstances have made us resilient, transforming us into creative problem solvers. Our success is a testament to our quiet determination and adaptability.

We are more than just a place of learning. We are a catalyst for economic growth, a beacon for literacy, a champion for health and a guardian of our environment. We generate powerful ideas for and from Tasmania. We invite inquiring minds, from near and far, to join us in our pursuit of the extraordinary.

## **Accountabilities and outcomes**

### **Purpose**

To provide technical support by undertaking practical activities associated with the establishment, maintenance, and monitoring of horticultural scientific trials in the laboratory and field.

### **Key Outcomes**

- Supporting staff and students in operating laboratory and field instrumentation (including digital sensors) for measuring plant and soil properties and processes.
- Provide support to TIA staff and students to ensure that laboratory, glasshouse and other plant and facilities are appropriately managed, maintained and operated.
- Developing new laboratory, glasshouse and field experimental protocols.
- Monitoring, collecting and collating data from scientific trials in the laboratory, glasshouse and field.
- Preparing plant and soil samples for LC-MS analysis.
- Performing laboratory procedures, such as SDS-PAGE and freeze-drying.
- Supporting the compliance of TIA staff and students in respect to Work, Health and Safety protocols and procedures relating to laboratory, glasshouse, field, and office activities.
- Analysing data and contributing to the preparation of manuscripts to for publication.

### **Behavioural Expectations**

We aim for everyone to have a positive experience at our university, and all staff contribute toward creating a university culture that is safe and supportive, enabling our community to flourish by:

- Treating all others – staff, students and community with fairness, equity and respect.
- Ensuring the workplace is an inspiring and safe place to be.
- Ensuring the workplace is free from harassment, bullying, victimisation and discrimination.

## **Success profile**

### **Personal Attributes**

- Detail Oriented: Produces high quality work through attention to detail, checking for errors and following procedures to finish tasks within specified timescales.
- Structured: Works methodically to organise and plan tasks, upholds standards and works quickly, able to multitask to produce outcomes.
- Evaluative: Excels at examining information and asking probing questions, documenting facts and interpreting data in an objective manner.
- Investigative: Readily takes up opportunities to learn and acquire new skills and can identify issues and make intuitive judgements.

### **Core Capabilities**

- Strategy into Action: Able to set, operationalise and activate strategy into specific actions, timelines and responsibilities to enable the University to deliver on key strategic goals.
- Self Awareness and Interpersonal Skills: Recognises and regulates emotions and

behaviour in the work context and effectively builds relationships with others to create a collaborative and empowering environment that enables people to achieve and thrive.

- Continuous Improvement: Continuously finds ways to improve and simplify processes, systems and practices to deliver improved outcomes for our students, staff and community by utilising practices such as Lean, Agile and Design Thinking.
- Well Managed Delivery and Performance: Effectively deploys management systems including planning, operational controls, ongoing performance management and reviews, progress and impact measurement and retrospective operational and outcome reviews.

### **Role Specific Skills, Knowledge and Experience**

- Demonstrated understanding and proficiency in laboratory and field processes and procedures, including experience in laboratory practices preferably in respect to the analysis of plant properties.
- Basic knowledge of plant biology in agriculture and ability to conduct field work.
- Understanding basic scientific analytical methods such as the use of replication and controls.
- Good electronic and computer skills relating to the use and maintenance of instrumentation, and the ability to send data from field sensors to the cloud or servers, to retrieve and organise this data.
- Good organisational skills, record keeping, data collection and collation.
- Demonstrated ability to work independently and with a team.
- Well-developed written and oral communication skills.
- Excellent knowledge of Work, Health and Safety protocols and procedures as they relate to the laboratory, glasshouse and field.

### **Qualifications and Licences**

- Completion of a diploma level qualification or an equivalent combination of relevant work experience and/or education/training.
- Current 'C' class driver's license

### **Other Requirements**

To be eligible for this position, you are required to hold Australian or New Zealand Citizenship, permanent residence or a valid visa that enables you to fulfil the requirements of this role.

As part of our commitment to a safe and inclusive workplace, employment history and criminal background checks may be conducted as part of the selection process.

Visiting and working in the field



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The intention of this Position Description is to highlight the most important aspects, rather than to limit the scope or accountabilities of this role. Duties may be altered in accordance with the changing requirements of the position