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## Position Description

<b>College/Division:</b>	ANU College of Health and Medicine
<b>Faculty/School/Centre:</b>	The John Curtin School of Medical Research
<b>Department/Unit:</b>	Immunology and Infectious Disease
<b>Position Title:</b>	Postdoctoral Fellow
<b>Classification:</b>	Academic level A
<b>Position No:</b>	TBA
<b>Responsible to:</b>	Senior Fellow
<b>Number of positions that report to this role:</b>	Nil
<b>Delegation(s) Assigned:</b>	Nil

### PURPOSE STATEMENT:

The position exists to analyse different mouse models of human primary immunodeficiencies in the Enders Laboratory in the Department Immunology and Infectious Disease, John Curtin School of Medical Research.

### KEY ACCOUNTABILITY AREAS:

#### Position Dimension & Relationships:

The Postdoctoral Fellow will work in the Enders Laboratory, Department of Immunology and Infectious Disease, JCSMR and will be responsible for completing projects and preparing papers for submission to journals. They will balance their workload between experimental work, reading of the literature, writing papers and supporting or supervising students. The experimental work will include in vivo and in vitro immunology methods including flow cytometry, short term tissue culture, immune challenges of genetically modified mice with immunisations and infections and also intravital microscopy.

### Role Statement:

Specific duties required of a Postdoctoral Fellow may include:

- Perform scientific research consistent with the aims of established projects. This will be primarily lines of investigation related to understanding the molecular mechanism underlying human primary immunodeficiencies through the investigation of novel mouse models.
- Write research papers to a standard suitable for submission to highly ranked international journals. Keep an accurate, permanent record of all work done and be able to present these data in a variety of settings.
- 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.

**SELECTION CRITERIA:**

1. A PhD awarded or imminent thesis submission in immunology.
2. Recent experience with one or more of: T- or B- cell immunology using mouse models, flow cytometry, infectious mouse models, intravital imaging, culture of primary lymphocytes and molecular biology (including western blotting).
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. Ability to analyse and solve problems and to be flexible and adaptable in an ever-changing professional environment.
7. A demonstrated general knowledge and understanding of equal opportunity principles and commitment to the application of these policies in a university context.

<b>Supervisor/Delegate Signature:</b>		<b>Date:</b>	
Printed Name:		<b>Uni ID:</b>	

**References:**[General Staff Classification Descriptors](#)[Academic Minimum Standards](#)



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# Pre-Employment Work Environment Report

## Position Details

<b>College/Div/Centre</b>	ANU College of Health & Medicine	<b>Dept/School/Section</b>	JCSMR
<b>Position Title</b>	Postdoctoral Fellow / Research Fellow – Virology	<b>Classification</b>	Academic Level A
<b>Position No.</b>	TBA	<b>Reference No.</b>	

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)
- 'Regular' hazards identified below must be listed as 'Essential' in the Selection Criteria - see 'Employment Medical Procedures' at [http://info.anu.edu.au/Policies/\\_DHR/Procedures/Employment\\_Medical\\_Procedures.asp](http://info.anu.edu.au/Policies/_DHR/Procedures/Employment_Medical_Procedures.asp)

## Potential Hazards

<ul style="list-style-type: none"> <li>• Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a <b>regular</b> or <b>occasional</b> part of the duties.</li> </ul>					
<b>TASK</b>	<b>regular</b>	<b>occasional</b>	<b>TASK</b>	<b>regular</b>	<b>occasional</b>
key boarding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	laboratory work	<input checked="" type="checkbox"/>	<input type="checkbox"/>
lifting, manual handling	<input type="checkbox"/>	<input checked="" type="checkbox"/>	work at heights	<input type="checkbox"/>	<input type="checkbox"/>
repetitive manual tasks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	work in confined spaces	<input type="checkbox"/>	<input type="checkbox"/>
catering / food preparation	<input type="checkbox"/>	<input type="checkbox"/>	noise / vibration	<input type="checkbox"/>	<input type="checkbox"/>
fieldwork & travel	<input type="checkbox"/>	<input type="checkbox"/>	electricity	<input type="checkbox"/>	<input type="checkbox"/>
driving a vehicle	<input type="checkbox"/>	<input type="checkbox"/>			
<b>NON-IONIZING RADIATION</b>			<b>IONIZING RADIATION</b>		
solar	<input type="checkbox"/>	<input type="checkbox"/>	gamma, x-rays	<input type="checkbox"/>	<input type="checkbox"/>
ultraviolet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	beta particles	<input type="checkbox"/>	<input type="checkbox"/>
infra red	<input type="checkbox"/>	<input type="checkbox"/>	nuclear particles	<input type="checkbox"/>	<input type="checkbox"/>
laser	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
radio frequency	<input type="checkbox"/>	<input type="checkbox"/>			
<b>CHEMICALS</b>			<b>BIOLOGICAL MATERIALS</b>		
hazardous substances	<input type="checkbox"/>	<input checked="" type="checkbox"/>	microbiological materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>
allergens	<input type="checkbox"/>	<input checked="" type="checkbox"/>	potential biological allergens	<input checked="" type="checkbox"/>	<input type="checkbox"/>
cytotoxics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	laboratory animals or insects	<input checked="" type="checkbox"/>	<input type="checkbox"/>
mutagens/teratogens/	<input type="checkbox"/>	<input checked="" type="checkbox"/>	clinical specimens, including blood	<input checked="" type="checkbox"/>	<input type="checkbox"/>
carcinogens			genetically-manipulated specimens	<input checked="" type="checkbox"/>	<input type="checkbox"/>
pesticides / herbicides	<input type="checkbox"/>	<input type="checkbox"/>	immunisations	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>OTHER POTENTIAL HAZARDS (please specify):</b>					

<b>Supervisor's Signature:</b>		<b>Print Name:</b>		<b>Date:</b>	
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