



RESEARCH OFFICER

DEPARTMENT/UNIT	World Mosquito Program
FACULTY/DIVISION	Provost and Senior Vice-President
CLASSIFICATION	HEW Level 5
WORK LOCATION	Clayton campus

ORGANISATIONAL CONTEXT

There's a certain feeling you get from working at Monash University. It's the feeling that you're a part of something special. Something significant. So if you're looking for the next chapter in your career, it's here. You'll be given the opportunity to challenge yourself, build on your skills, and make a significant contribution to a workplace that's filled with energetic and inspiring people. Talent thrives here - and so do truly satisfying careers. Discover more at www.monash.edu.

The **Provost and Senior Vice-President** is the Chief Academic Officer of the University and is responsible for: setting the University's academic strategy and priorities with a view to improving the education and research performance of the University; oversight of faculties, academic related portfolios and University-wide centres and institutes, oversight of academic staffing including recruitment, development, reward and recognition, policies and procedures; strategic leadership for the delivery of academic programs; identifying and cultivating interdisciplinary areas of excellence and collaboration.

The World Mosquito Program (WMP) is an international collaborative research program designed to prevent the transmission of arboviral diseases threatening the health of people living in tropical and subtropical regions and aims to improve global health whilst significantly reducing the financial burden on local health systems in these regions. The WMP currently operates in 10 countries and is expanding.

The WMP is housed by the Institute of Vector-Borne Disease (IVBD) at Monash University, which is an Institute home to dedicated laboratory facilities, including a large BSL2 and BSL3 insectary.

POSITION PURPOSE

The Research Officer provides technical services to researchers to support the World Mosquito Program. The Research Officer applies theoretical knowledge and techniques to perform a range of tasks, including creating and maintaining CAD models and drawings, prototyping new designs and hand fabrication as required. The Technical Officer also guides junior staff in undertaking routine technical duties.

Reporting Line: The position reports to the Product Development Manager who will provide broad direction

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budget Responsibilities: Not applicable

KEY RESPONSIBILITIES

1. Create and maintain manufacturing-ready CAD models and drawings
2. Assist with concept-to-execution designs, including external lifecycle considerations
3. Liaise with suppliers where necessary on outsourced parts
4. Assist with experimental testing of prototype and production designs
5. Collect and analyse data, maintain records and document and prepare associated results and technical reports
6. Adhere to, and guide others in following, standard operating procedures
7. Comply with all Occupational Health and Safety (OHS) instructions, policies and procedures and take steps to identify, eliminate and/or minimise OHS risks where appropriate
8. Review the efficiency and effectiveness of work practices and procedures, suggest and implement improvements as directed

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
 - A tertiary qualification in Industrial Design or a similar field; or
 - an equivalent combination of relevant experience in a manufacturing environment with an emphasis on designing for manufacture.

Knowledge and Skills

2. Sound knowledge and proficiency in Autodesk Inventor or other similar packages
3. Experience in a manufacturing environment and optimising designs for manufacture
4. Experience in hands-on prototyping and use of hand and machine tools for fabrication
5. Well-developed communication skills, including the ability to interact with a diversity of colleagues, students and researchers
6. Well-developed organisational and time-management skills, including the ability to plan and organise work to meet priorities and deadlines
7. Ability to work as an effective member of a team and if required to provide effective supervision and on the job training to team members
8. An ability to acquire knowledge of and apply policies and procedures, such as Occupational Health and Safety and Standard Operating Procedures
9. Good computer literacy, including the ability to learn and adopt new software packages as required

OTHER JOB RELATED INFORMATION

- This position will be based in Melbourne, Australia but will require travel to project sites in Australia and overseas
- Shift work, overtime and out of hours work (including evenings, weekends and public holidays) may be required
- There may be peak periods of work during which the taking of leave may be restricted

LEGAL COMPLIANCE

Ensure you are aware of and adhere to legislation and University policy relevant to the duties undertaken, including: Ethics, Equal Opportunity, Occupational Health and Safety, Conflict of Interest (including Conflict of Interest in Research), Paid Outside Work, Personal Data Protection, Conduct of Research, and Staff/Student Relationships.