



**Australian
National
University**

Position Description

College/Division:	College of Health and Medicine
Faculty/School/Centre:	The John Curtin School of Medical Research
Department/Unit:	Division of Immunology and Infectious Diseases
Position Title:	Research Technician
Classification:	ANU Officer Grade 4/5 (Technical)
Position No:	TBA
Responsible to:	Senior Fellow
Number of positions that report to this role:	0
Delegation(s) Assigned:	Nil

PURPOSE STATEMENT:

This position will directly support work in the Enders Group in the Division of Immunology and Infectious Disease at the John Curtin School of Medical Research through the analysis of mutant mouse models of human primary immunodeficiencies and lymphoid malignancies.

KEY ACCOUNTABILITY AREAS:

Position Dimension & Relationships:

The position is within the Department of Immunology and Infectious Diseases at the John Curtin School of Medical Research. The Research Technician will report directly to Associate Professor Anselm Enders and collaborate with other members of his group.

Role Statement:

Under general direction of the group leader, the Research Technician will:

- Collect biological samples from laboratory mice including spleen, lymph nodes, thymus, bone marrow and perform i.p. and i.v. injections.
- Perform cellular immunology experiments, for example multicolour flow cytometry (FACS) on 96 well blood plates and single cell preparations from organs or culture of primary lymphocytes or established cell lines.
- Perform experimental procedures including ChIPseq, Western Blotting, ELISA and RNA isolation for RNAseq.
- Assist others, especially students, with molecular biology and cellular immunology techniques.
- Assist in the management of mouse colonies, ordering of consumables and general lab maintenance.
- Maintain accurate and reliable scientific records and work with laboratory guidelines and regulations.
- Participate in technical staff meetings, general laboratory maintenance and perform other duties as appropriate to this classification level.
- Comply with all ANU policies and procedures, and in particular those relating to work health and safety and equal opportunity

SELECTION CRITERIA:

- Completion of a relevant degree or an equivalent combination of relevant experience and/or education and training.
- Demonstrated experience with animal handling and collection of organs for analysis.
- Demonstrated experience with molecular biology techniques like western blotting, RNA isolation and ChIPseq and/or cellular immunology techniques like flow cytometry and tissue culture.
- Demonstrated organisational skills to enable the accurate processing of large numbers of samples and the reliable documentation of results.
- Excellent attention to detail and the willingness to master new techniques within the laboratory environment.
- Well-developed oral and written communication skills, the capacity to work with limited supervision, and the ability to work cooperatively in a team environment with a diverse range of people.
- A demonstrated understanding of equal opportunity principles and policies and a commitment to their application in a University context.

The ANU conducts background checks on potential employees, and employment in this position is conditional on satisfactory results in accordance with the [Background Checking Procedure](#) which sets out the types of checks required by each type of position.

Supervisor/Delegate Signature:		Date:	
Printed Name:		Uni ID:	

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



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Pre-Employment Work Environment Report

Position Details

College/Div/Centre	College of Health and Medicine	Dept/School/Section	Division of Immunology and Infectious Diseases
Position Title	Research Technician	Classification	ANU Officer Grade 4/5 (Technical)
Position No.		Reference No.	

In accordance with the Work Health and Safety Act 2011 (Cth) the University has a primary duty of care, so far as reasonably practicable, to ensure the health and safety of all staff while they are at work in the University.

- This form must be completed by the supervisor of the advertised position and appended to the back of the Position Description.
- This form is used to advise potential applicants of work environment and health and safety hazards prior to application.
- Once an applicant has been selected for the position they must familiarise themselves with the University WHS Management System via Handbook guidance <https://services.anu.edu.au/human-resources/health-safety/whs-management-system-handbook>
- The hazards identified below are of generic nature in relation to the position. It is not correlated directly to training required for the specific staff to be engaged. Identification of individual WHS training needs must be in accordance with WHS Local Training Plan and through the WHS induction programs and Performance Development Review Process.
- '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

Potential Hazards

<ul style="list-style-type: none"> 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	regular	occasional		TASK	regular	occasional	
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"/>	
Organizing events	<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"/>					
NON-IONIZING RADIATION				IONIZING RADIATION			
solar	<input type="checkbox"/>	<input type="checkbox"/>		gamma, x-rays	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>					
radio frequency	<input type="checkbox"/>	<input type="checkbox"/>					
CHEMICALS				BIOLOGICAL MATERIALS			
hazardous substances	<input checked="" type="checkbox"/>	<input type="checkbox"/>		microbiological materials	<input type="checkbox"/>	<input type="checkbox"/>	
allergens	<input type="checkbox"/>	<input type="checkbox"/>		potential biological allergens	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
cytotoxics	<input type="checkbox"/>	<input checked="" type="checkbox"/>		laboratory animals or insects	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
mutagens/teratogens/ carcinogens	<input type="checkbox"/>	<input type="checkbox"/>		clinical specimens, including blood	<input type="checkbox"/>	<input type="checkbox"/>	
pesticides / herbicides	<input type="checkbox"/>	<input type="checkbox"/>		genetically-manipulated specimens	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>			immunisations	<input type="checkbox"/>	<input type="checkbox"/>	
OTHER POTENTIAL HAZARDS (please specify):							
Supervisor/Delegate Name:				Date:			