Business Services
Chief Operating Officer Portfolio

Senior Data Solutions Specialist

POSITION NUMBER	0049353
PROFESSIONAL CLASSIFICATION STANDARD/SALARY	UOM 8 - $103,409 - $111,927 per annum (pro rata for part-time)
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full Time (1 FTE)
BASIS OF EMPLOYMENT	Fixed term available for 3 years
HOW TO APPLY	Go to http://about.unimelb.edu.au/careers, under Current staff or Prospective staff, select the relevant option ('Current Opportunities' or 'Jobs available to current staff') and search for the position by title or number.
CONTACT FOR ENQUIRIES ONLY	Stephen Giugni Tel +61 3 8344 7822 stephen.giugni@unimelb.edu.au *Please do not send your application to this contact*

For information about working for the University of Melbourne, visit our website:
about.unimelb.edu.au/careers

THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University of Melbourne employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Find out more about the University's strategy, 'Growing Esteem', at http://about.unimelb.edu.au/strategy-and-leadership

CHIEF OPERATING OFFICER PORTFOLIO

The Chief Operating Officer (COO) Portfolio is responsible for the University's budget and financial performance, and the management of its property and capital. It also delivers efficient and effective shared services in support of all aspects of the University's business.

The COO Portfolio is comprised of eight sub-portfolios covering all areas of our operations, including the newly established Operational Performance group. This has been established to drive and manage a program of operational improvement and service transformation, underpinned by contemporary business insights, data modelling, predictive analytics, digital tools, and service planning.

- Business Services
- Digital and Data
- Finance
- Legal and Risk
- Operational Performance Group
- Property
- Research, Innovation and Commercialisation
- Student and Scholarly Services

BUSINESS SERVICES

Business Services provides a full range of class leading information technology and facilities management services to all operating entities of the University, and fit for purpose and efficient Finance, HR and OHS services.

Research Platform Services

Research Platform Services delivers a range of IT infrastructure solutions and services to support the University of Melbourne's research community. It provides cloud and high-performance computing platforms, data storage and data management services and foundation training in digital research tools and techniques.

EQUAL OPPORTUNITY, DIVERSITY AND INCLUSION

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University's People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people's age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of Growing Esteem.

ABOUT THE ROLE
Position Purpose:

Research Platform Services provides a range of researcher facing services that enhance research activities at the University. This role will be part of the Data Solutions team that focuses on the development, delivery and support of data management solutions.

This position has two primary components:

- Contributing to the operational support of the University's suite of research data management solutions. As the demand on these solutions grows, there will be opportunity to creatively improve, automate and scale-up operational processes.

- Contributing to the development of the current set of data solutions supported by the Data Solutions team. Within this, there will be a focus on data that are generated by the pool of research instruments (e.g. imaging scanners, microscopes, gene sequencers) that exist across the University. This provides an exciting opportunity to be involved in developing cutting-edge solutions for managing both big and complex data. Other activities in this component may also involve addressing challenges relating to the integration with University's other computing services such as the Melbourne Research Cloud and high-performance computing (HPC) system.

This position will work with other members of the Data Solutions team as well as other parts of Business Services that operate the infrastructure or services that provide connectivity and data movement from the instruments to appropriate data storage environments. This position requires a medium to high level of ability to engage and consult with researchers to determine their requirements and to assist in creating solutions that respond to their data management needs.

Reporting line: Head of Research Data Solutions
No. of direct reports: 0
No. of indirect reports: 0
Direct budget accountability: #

Key Dimensions and Responsibilities:
Task level: Significant
Organisational knowledge: Moderate
Judgement: Significant
Operational context: *
OH&S and compliance: All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct. These include general staff responsibilities and those additional responsibilities that apply for managers, supervisors and other personnel. Specific responsibilities for the role are available at http://safety.unimelb.edu.au/topics/responsibilities/.
Staff must comply with all relevant requirements under the University's risk management framework including legislation, statutes, regulations and policies.

Core Accountabilities:

- Undertake an operational role supporting Research Platform Services' data management platforms
- Contribute to the development of data handling solutions for University instrument platforms and Research Platform Services' research data management platform
- Participate in the development of other generic and specific data management solutions
- Take part in discussions with researchers to assist in creating custom data management solutions
- Maintain collaborative relationship with other teams from Research Platform Services and Business Services
- Communicate effectively with a range of stakeholders, and to explain technical challenges to non-technical audiences
- Contribute to Research Platform Services' data platform training program as required

Selection Criteria:

Education/Qualifications

1. The appointee will have a degree in Computer Science or equivalent qualifications / experience or an equivalent combination of relevant experience and education/training

Knowledge and skills:

1. Demonstrate COO values by acting in the best interest of your employer; displaying service excellence by striving to deliver beyond expectations and taking ownership of the delivery; and value working collaboratively, connecting with people and building relationships in your workplace.
2. Demonstrable software development skills (preferably including an object-oriented language)
3. Demonstrated experience in supporting and monitoring software systems in an operational setting
4. Good understanding of basic data management, security principles and best practices within a research setting
5. Demonstrated experience and ability to work closely with researchers and understand their research processes and translate these into research-enhancing software solutions
6. Experience of integrating computing infrastructure, Unix and scripting (e.g. bash) experience and knowledge
7. Ability to work independently, take initiative and set priorities
8. Knowledge of Mediaflux would be beneficial