

Position Description

Senior Technical Officer

Position No:	NEW
Business Unit:	Provost
School:	Agriculture, Biomedicine and Environment
Centre:	Centre for Freshwater Ecosystems (CFE)
Classification Level:	Higher Education Officer (HEO) 6
Employment Type:	Full Time, Fixed term,
Campus Location:	Albury-Wodonga (AW)
Other Benefits:	http://www.latrobe.edu.au/jobs/working/benefits

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

Centre for Freshwater Ecosystems – <https://www.latrobe.edu.au/freshwater-ecosystems>

Position Context / Purpose

CFE is one of 13 Research Centres within the School of Agriculture, Biomedicine and Environment (SABE) and a major focus of research at the AW campus. The Centre brings together a broad range of expertise to undertake both basic and applied research, directed towards the sustainable management of freshwater ecosystems.

The Senior Technical Officer is required to provide high-level technical support for laboratory and field-based research projects to ensure delivery of contracted project outcomes along with maintenance of the capability and effective operation of research activities within CFE.

Duties at this level may include:

- Performs tasks/assignments which require proficiency in the work area's existing rules, regulations, processes and techniques and how they interact with other related functions, and adapts those procedures and techniques as required to achieve objectives without impacting on other areas.
- Work at this level may require the ability to investigate, interpret or evaluate information where considerable interpretation of existing regulations, policies or procedures is required.
- Applies theoretical (or policy) and technical knowledge to design, review, develop or test complex equipment, systems or procedures.
- Assist in the day-to-day operation of laboratory facilities, including: collaboration with Facilities and Technical Services staff who manage campus laboratories and stores, implementation of OH&S requirements and directives, oversight of laboratory general operation and organisation of laboratory & field samples.
- Coordinate a small project or section of a larger project to deliver specific client contracted project milestones.
- Provide expertise in the field or laboratory in one or more specialized activities such as; wildlife or vegetation surveys, collection of chemical, physical or biological samples, taxonomic analyses or molecular techniques.
- Operate and maintain laboratory instrumentation for environmental samples analyses and/or biological characterisation. Examples of the types of equipment used in CFE laboratories include: TOC/TN analyser, LC-MS/MS, AAS, ion chromatography, flow cytometry, plate readers, fluorescence/absorbance spectrometers, PCR systems, nanodrop devices
- Conduct laboratory experiments (under instruction) in the general areas of environmental molecular biology, biogeochemistry and/or ecotoxicology
- Maintain and calibrate field equipment for water quality and ecological research.
- Coordinate and undertake sorting and storage of field collected samples.
- Accurately input data into spreadsheets or other record collection templates.
- Contribute to scientific report writing, data analyses or information summaries, under supervision of academic project staff.
- Provide instruction to students or other staff in the use of equipment and/or laboratory techniques.
- Assist in the development of laboratory capability through engagement with new developments in environmental science.
- Other duties as required by the position supervisor, commensurate with the scope and level of the role.

Essential Criteria:

- Degree with subsequent relevant experience to consolidate the theories and principles learned, or extensive experience, leading to either the development of specialist expertise or to the development of broad knowledge in an administrative field, or an equivalent alternate combination of relevant knowledge, training and/or experience.

- Experience with laboratory techniques and procedures relevant to the position.
- Demonstrated ability to work independently, follow established procedures with minimal supervision and contribute positively to an effective team.
- Demonstrated ability to set priorities and manage workflows within own area of responsibility.
- Proven data management and data analyses skills.
- Demonstrated written, oral communication and interpersonal skills, including the ability to develop effective working relationships with colleagues, students and other stakeholders.
- Swimming capabilities
- Willingness to undertake fieldwork for multi-day trips and out-of-hours

Capabilities required to be successful in the position

- Ability to demonstrate self-awareness, see things from another person's perspective and actively seek out and act on feedback to improve knowledge, skills and behaviour.
- Ability to work collaboratively, recognise the value of diversity and model accountability, connectedness, innovation and care.
- Ability to think creatively, explore new ideas and respectfully challenge existing practices in order to improve current ways of working.
- Ability to enable a safe, inclusive, high-performing team culture, prioritising staff mental health and wellbeing.

Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.
- Current driver's licence, preferably with manual driving capabilities

Other Information

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

Position Flexibility

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

Why La Trobe:

- Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.
- Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics
- Help transform the lives of students, partners and communities now and in the future

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

We are forward-looking and culturally inclusive. We continuously review, improve and transform our processes to embrace new, flexible approaches. That means you'll always have the opportunity to succeed and make a difference.

La Trobe's Cultural Qualities:



We are accountable

*We strive for excellence in everything we do.
We hold each other and ourselves to
account, and work to the highest standard.*



We are connected

*We connect to the world outside – the
students and communities we serve, both
locally and globally*



We are innovative

*We tackle the big issues of our time to
transform the lives of our students and
society.*



We care

*We care about what we do and why we do it.
We believe in the power of education and
research to transform lives and global
society. We care about being the difference
in the lives of our students and communities*

For Human Resource Use Only

Initials:

Date: