



POSITION DESCRIPTION

Position:	988 Technician (Fieldwork)
Work Area:	Academic Support Unit – Technical Operations
Classification:	Level 4 (0.8 FTE)
Supervisor:	430 Team Leader, Safety and Fieldwork

VISION

To become Australia's premier regional university.

MISSION

Enriching our regions, connecting with our communities and creating opportunities for all.

VALUES

At UniSC we will:

- Advocate for equitable access to education and knowledge
- Recognise and embrace diversity and inclusion
- Champion environmentally sustainable principles and practices
- Commit to fair and ethical behaviour
- Respect our people, our communities, and their potential
- Be accountable to ourselves and each other
- Strive for excellence and innovation in all that we do

OVERVIEW OF ACADEMIC SUPPORT UNIT

The Academic Support Unit (ASU) provides complex academic support services across all UniSC locations including work integrated learning, technical operations, school operational support and school accreditation support. The ASU provides expertise and support for innovative teaching, research excellence and outstanding learning experiences for students, ensuring these core activities meet legislative and governance requirements, and contribute to the effective and efficient operation of the schools.

The Technical Operations team within ASU provides technical expertise and technical support to the teaching and research activities of the University. Areas of management include (but not limited to) statutory compliance, the preparation of practical classes, chemical management and the safety management of various technical aspects such as laboratory operations and fieldwork activities. The Technical Operations team also provides specialised procurement services for high-end instrumentation, maintenance, and consumables.



PRIMARY OBJECTIVES OF THE POSITION

1. Provide technical support to teaching and research fieldwork activities including coordinating field equipment bookings, maintenance, training and records.
2. Problem solving, and implementation of technical practices while ensuring compliance with health and safety requirements.

NATURE AND SCOPE OF POSITION

Under the general supervision of the Team Leader, Safety and Fieldwork, the Fieldwork Assistant will deliver high-quality support to field-based teaching (including outdoor education) and research programs across the university. The primary function of this role is the coordination of equipment bookings, maintenance, training and records.

KEY ACCOUNTABILITIES OF THE POSITION

1. Ensure fieldwork activities are equipped and resourced for scheduled teaching and research activities through maintenance, coordination, procurement and repair of field equipment.
2. Coordinate the completion of risk assessments, safe condition and processes within the field storage facilities.
3. Provide technical support and advice for the successful delivery of field activities including daily tasks such as transporting, collating, checking, cleaning, servicing and calibrating a variety of field equipment.
4. Effectively communicate with diverse range of stakeholders including staff, researchers, students, other UniSC departments and external service providers.
5. Reporting compliance or safety issues promptly to the Team Leader and assist in incident investigations when necessary.
6. Undertake problem solving to identify, diagnose and resolve technical and operational issues within appropriate timeframes.
7. Contribute to a positive and safe work environment for you and others, by modelling and promoting conduct that is culturally capable, inclusive, respectful, and ethical.

KNOWLEDGE SKILLS AND EXPERIENCE NECESSARY

Applicants need to demonstrate they meet the following **Selection Criteria**:

1. Completion of an associate diploma with relevant work-related experience or an equivalent combination of relevant experience and education.
2. Demonstratable knowledge and work experience in handling and maintaining field equipment.
3. Ability to work effectively as part of a team.
4. Good manual handling skills to include the ability to lift, carry, bend and twist to move objects as this role involves storing and moving equipment. Ability to work effectively conducting manual tasks in a dynamic and high-demand environment.
5. Demonstrated ability to comply with contemporary safety standards regarding field equipment, operations and facilities.



6. Current C class driver's licence
7. Experience in towing, parking and manoeuvring large trailers is desirable

Additionally, in accordance with UniSC's Staff Code of Conduct – Governing Policy, all staff are expected to display professional behaviour, communicate respectfully, and perform their duties responsibly.

A position description is not intended to limit the scope of a position but to highlight the key aspects of the position. The requirements of the position may be altered in order to meet the changing operational needs of UniSC.

UniSC is committed to creating a work and study environment that values diversity, facilitates equitable access and full participation.