



Scientific Services Officer Translational Research Institute, Brisbane

1. Background

The Translational Research Institute (TRI) is a leading Australian innovative medical research, development and translation facility. It is home to a range of cutting edge technologies including interventions to prevent and treat human diseases, and provide diagnosis of early disease.

Supported by grants from the Australian and Queensland Governments, situated in the Princess Alexandra Hospital precinct, TRI combines the research intellect and capability of Queensland Health, The University of Queensland, Queensland University of Technology and the Mater Hospital.

TRI houses over 1,000 leading researchers and support scientists who interface with clinicians on the hospital campus and at other Brisbane-based hospitals. It has two clinical trial facilities, one based at the PA Hospital and the other at the Centre for Children’s Health Research next to the Children’s Hospital. TRI licenses space to six start-up companies and space in an adjacent building to the biopharmaceutical manufacturer Thermo Fisher.

As a Translation Research Institute, TRI is charged with partnering scientific development with the commercial sector to ensure innovations move rapidly to improve patient outcomes and commercial return. To this end, TRI is at the interface of science, medicine and industry.

2. TRI Vision and Values

TRI will be a global leader in effective translation of research and innovation into improved healthcare and increased income and jobs for Australia. The TRI vision is achieved through a values-driven corporate culture focused on collaboration to achieve excellence. Our values are:

- Leadership:** *Our actions will shape a healthier world*
- Integrity:** *We do the right thing. Always*
- Knowledge:** *Through sharing, we empower innovation*
- Excellence:** *We strive for exceptional outcomes*
- Collaboration:** *Together we’re better*

We LIKE Collaboration

3. Position Purpose

The primary purpose of the Scientific Services Officer (SSO) position is to support the objectives of the TRI Scientific Services Team (SST) in providing outstanding support to TRI researchers and the greater TRI research community. The SST works with the Health, Safety and Wellbeing and Building Services teams to provide world class facilities at TRI.

The role of the SSO is expected to answer queries from researchers and other staff, students and visitors on building and laboratory operations. The Scientific Services Officer also acts as a liaison between TRI and its researchers. The SSO will be expected to have a good understanding of facility and laboratory operational matters and possess a high level of communication skills, and be able to deal with difficult situations in a calm and professional manner.

4. Key Accountabilities

Primary accountabilities include, but are not limited to:

- Manage laboratory equipment, including maintenance, installation, rostering, booking, troubleshooting and inductions as required; maintain accurate equipment maintenance and repair records;
- Manage waste and equipment disposal procedures;
- Responsible for conducting audits and implementing corrective actions (including assets, safety showers, waste disposal, & hazardous chemicals, gas fittings);
- Assist with corrective actions for TRI WHS Lab appraisals
- Ensure the timely ordering and restocking of stationery, kitchen, safety and other consumable items;
- Provide building inductions and training for new staff, students and visitors;
- Liaise with partner support staff to ensure ongoing researcher support;
- Be available to respond to equipment alarms outside working hours;
- Co-ordinate general upkeep of communal lab and office areas as required;
- Act as a Fire Warden and First-Aid Officer;
- Respond to researcher requests, acting as a first point of contact for all enquiries;
- Communicate operational messages from TRI to Shareholder building occupants;
- Support TRI Scientific Services Team members and other business units as required to help TRI achieve its purpose;

5. Reporting Relationships

The position reports to the Scientific Services Manager. Team activities are coordinated by the Scientific Services Coordinator. The role exists in the Scientific Services Team who together with the Building Services, Stores and Wash-up and Core Facilities Teams comprise the Service Delivery and Quality Directorate.

6. Experience, Knowledge, Skills, Abilities and Qualifications

Experience

Essential

- Minimum 3 years experience in a laboratory management role, in a research environment in biology or chemistry;
- On-boarding/inducting new staff.

Knowledge, Skills and Abilities

Essential

- Knowledge and experience in a research environment;
- Ability work self-directed under guidance from Scientific Services Manager and in a team environment;
- An excellent understanding of laboratory equipment and safety;
- High level interpersonal, written and oral communication skills;

Desirable

- Knowledge of WHS, OGTR legislative requirements and AS2243;
- Specialist knowledge of certain experimental methods or techniques;
- Knowledge of TRI research partners.

Qualifications

- BSc (Honours) in a biological/ chemical/ medical field of science or an equivalent combination of relevant experience and/or education/training.

Personal Qualities

- Enthusiasm that will help motivate others;
- Ability to tactfully deal with difficult behaviour;
- Ability to display TRI values of Leadership, Integrity, Knowledge, Excellence and Collaboration;
- Desire to learn and grow professionally;
- Ability to abide by the TRI Code of Conduct.