

POSITION DESCRIPTION



Position	Graduate Research Officer
Level/Classification	HEW0506
Reports to	Associate Professor, Medical Genomics Laboratory
Unit	Personalised Medicine Centre
Directorate	Research & Innovation, Health Future Institute
Positions Supervised	Nil

Position Purpose

One of the core objectives of the University's strategic plan for research and innovation is to provide appropriate and capable resources to support research excellence. The creation of a central facility for medical genomics will cement the outstanding national and international reputation of the fully accredited established medical genomics facilities at Murdoch. This will support and enhance research and teaching capabilities across disciplines.

The Graduate Research Officer applies prescribed procedures and techniques in the examination of specimens within a laboratory and contributes to the development of improved processes and procedures for the examination of specimens. Graduate Research Officers fixed term are recruited to support specific projects whilst contributing to the general staff complement pool to ensure continuity of all workloads.

About Murdoch University

Murdoch University is a young and dynamic university with a foundational commitment to the environment, social justice and inclusion, and making education accessible to more people. Founded as Western Australia's second university in 1974, today, Murdoch has more than 21,000 students and 1,700 staff across campuses in Perth, Singapore and Dubai. With more than 90,000 Alumni, Murdoch graduates can be found all over the world, making a positive difference.

Our Strategy – Ngala Kwop Bididi. Building a brighter future, together – guides the University's direction and reaffirms our shared purpose to change lives and society for the better through accessible education and research.

The Strategy is focused on three key themes:

- Sustainability: Be a leading university in education, teaching and translational research in sustainability.
- Equity, Diversity, and Inclusion: Build a welcoming, diverse and inclusive community.
- First Nations: Become the University of first choice for First Nations peoples.

Murdoch is also committed to building engagement with our local community, State, nation, and global society with a track-record in creating strong partnerships with business, government and industry.

About the Work Area

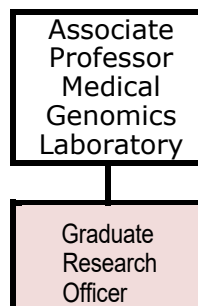
The Personalised Medicine Centre is a collaborative research centre between Murdoch University and the Perron Institute, where cutting-edge laboratory research and clinical expertise converge. Our team of researchers and health professionals, drawn from diverse fields, is united in a shared commitment to advancing personalised medicine - the development of innovative treatments tailored to addressing the specific needs of individual patients, needs that are largely determined by a person's unique genetic makeup and lifestyle.

Our research spans a broad spectrum of critical healthcare challenges. Our diverse research teams are advancing work in areas such as genetic therapies, genomics, motor neurone disease, sepsis, immunogenomics and drug hypersensitivity, cognitive health, muscular dystrophy, and neurodegenerative disorders such as Parkinson's disease, myositis, and multiple sclerosis.

To learn more about our Centre's research groups visit

<https://www.murdoch.edu.au/research/hfi/our-centres/personalised-medicine-centre>

Reporting Relationships



Key Responsibilities/Duties

1. Performs complex and specialized technical services and data analysis of a molecular biology nature in the provision of genomics research and services.
2. Design, construct, and set up complex experiments under broad supervision using specialised equipment.
3. Examine and interpret results with respect to expected results and their significance for referral to a Senior Scientist.
4. Draft reports and standard operating procedures.
5. Maintain documents relevant to the facilities quality management framework.
6. Engage in the supervision of laboratory work for honours and PhD students.
7. Train and provide demonstrations to PhD candidates and postdoctoral scientists in the use of specialised laboratory equipment.
8. Participate in the evaluation of procedures and recommend improvements in consultation with professional staff.
9. Participate in and initiate relevant developmental projects.
10. Prepare technical reports as required and ensure proper maintenance of records.
11. Participate in and preparation for accreditation inspections.
12. Adhere to accreditation requirements in all workflows undertaken.
13. Undertake reasonable tasks that may fall outside this position description when requested by a supervisor or senior manager/director.
14. Process samples for key funded laboratory projects

Selection Criteria

Essential

1. Higher education or Bachelor's Degree in relevant scientific discipline, or an equivalent combination of relevant experience and/or education/training
2. Ability to problem solve and apply theoretical scientific principles and techniques at a degree level.
3. Demonstrated ability to effectively analyse information and produce clear, succinct reports and documents.
4. Planning and organisational skills with the ability to prioritise multiple tasks to meet deadlines.
5. Demonstrated level of computer literacy and proficiency using software such as Microsoft Office applications and specified University software programs, with the capability and willingness to learn new packages as appropriate.
6. Strong initiative and able to work independently and as part of a team.
7. Demonstrated general knowledge of laboratory procedures, including laboratory safety.
8. Demonstrated high levels of written and oral communication skills in English.
9. Ability to work as a member of a team, with only general supervision.
10. Experience with molecular techniques relevant to a medical genomics laboratory.

Desirable

1. Experience with molecular biology techniques such as PCR and next generation sequencing and cloning.
2. Experience with PBMC preparations from blood samples.
3. Experience with sequencing instrumentation use.
4. Experience with WGS, RNASeq and Exome capture workflows
5. Experience with operation of laboratory automation
6. Experience in an accredited laboratory setting.

Work Requirements

1. Australian permanent residency or possession of a valid visa with work entitlement in Australia.
2. Ability to work outside of normal office hours when required.
3. Comply with the requirements of OHS for the laboratory, including compliance with legislative authorities such as OGTR (Office of the Gene Technology Regulator) and AQIS (Australian Quarantine Inspection Service), during handling, disposal and storage of biologicals and chemicals.
4. Comply with systems and processes that are in place for the appropriate storage, handling and disposal of biohazard materials, chemicals and reagents.

General Obligations

While at work, an employee must:

- take reasonable care for their own health and safety and ensure that their acts or omissions do not adversely affect the health and safety of other persons;
- report incidents, injuries and hazards;
- comply with any reasonable instruction that is given by Murdoch University; and
- comply with Murdoch University policies and procedures

Guiding Principles and Values/Code of Ethics and Code of Conduct

Our Values

- Authenticity
- Integrity
- Respect
- Inclusivity
- Openness

Our Principles

- Act with justice, respect and responsible care.
- Be collegiate and respectful of other points of view.
- Protect academic freedom.
- Be agile, flexible and resilient.
- Make decisions at the most appropriate level.
- Be transparent in decision-making and with information.
- Adopt common approaches to common tasks.
- Be careful stewards of our resources.

All staff will comply with the University's Code of Ethics and Code of Conduct and demonstrate a commitment to its Equity, Diversity and Safety principles and the general capabilities of personal effectiveness, working collaboratively and demonstrating a focus on results.

All staff complete a Career Development Conversation annually to discuss their career aspirations and growth opportunities.

All Staff undergoing a probation period are required to set probationary objectives with their leader within 3 months of commencement.

We acknowledge that Murdoch University is situated on the lands of the Whadjuk and Binjareb Noongar people. We pay our respects to their enduring and dynamic culture and the leadership of Noongar elders past and present. The boodjar (country) on which Murdoch University is located has, for thousands of years, been a place of learning. We at Murdoch University are proud to continue this long tradition.