

POSITION DESCRIPTION



Position	Laboratory Technician – Virology
Level/Classification	HEW0505
Reports to	Microbiology and Immunology Team Leader
Unit	College Technical services
Directorate	Chief Experience Office
Positions Supervised	N/A

Position Purpose

To provide technical support as part of the Microbiology Technical Team across multiple disciplines teaching units in or including Microbiological techniques – primarily in the disciplines of Medical, Molecular and Forensic Science and Veterinary Medicine.

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 Biddi. 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:

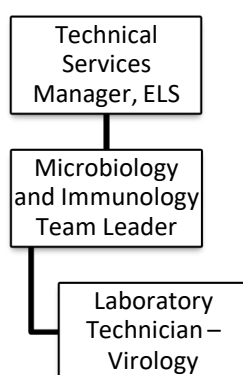
- Sustainability: Be a leading university in education, teaching and translational research in sustainability.
- Equity, Diversity, and Inclusion: Build a welcoming, diverse and inclusive community.
- First Nations: Become the University of first choice for First Nations peoples.

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 Technical Services team provides comprehensive support across various disciplines within the 5 Colleges of the University. This multi-skilled, digitally capable team is responsible for operating and maintaining undergraduate and postgraduate teaching laboratories, as well as preparing, developing, designing, and constructing experiments. By delivering technical, operational, project, and support services to academics and researchers, the team plays a crucial role in achieving the university's core goals of excellence in education, research and engagement. Whether supporting teaching, research, or external engagement activities, the team ensures that the technical requirements of the University community are met efficiently and effectively.

Reporting Relationships



Key Responsibilities/Duties

1. Responsible for the organisation and setup of all relevant materials, specimens, reagents and equipment for nominated laboratory sessions within the discipline.
2. Organise and participate in the general maintenance of laboratory preparation areas, associated teaching laboratories, service facilities and all associated equipment within.
3. Maintain detailed accurate records for each laboratory session.
4. Produce, prepare and capture, edit and archive digital records (still and video) of material and methods for use in an online teaching environment.
5. Liaise with academic staff on current and future undergraduate teaching session needs, develop, source, maintain as required.
6. With use of specialist processes and techniques perform collection, handling and culturing of live microbiological specimens.
7. Where appropriate assist in the implementation of appropriate safety procedures and equipment for staff and students.
8. Commensurate with skill level, provide technical advice and technical demonstration to staff, research students and outside clients.
9. Commensurate with skill level, instruct and supervise assistance from allied and casual staff.
10. Where possible and commensurate with skill and level of appointment undertake other duties as directed.

11. Support the delivery of an engaging student experience of which excellence in research and quality education are fundamental, aligning to College/Office and University objectives.
12. Support and promote compliance with relevant legislation and University policies and procedures, including equity and health & safety and exhibit good practice in relation to same.
13. Participate on committees and working parties related to the College/Office as required.
14. Carry out, and assist with, other duties as required.

Selection Criteria

Essential

1. Completion of a tertiary degree in Microbiology / Virology related field or an equivalent combination of relevant experience and/or education/training.
2. Experience in the preparation and maintenance of cell and bacterial cultures, including media preparation and subculturing of cells using aseptic techniques.
3. Ability to work in a team environment and flexibility to undertake a diverse range of tasks without routine supervision.
4. Demonstrated knowledge of health and safety responsibilities using 'Good Laboratory Practice'.
5. Demonstrated high level of computer literacy and proficiency in the production of high-level work using software such as Microsoft Office applications and specified University software programs, with the capability and willingness to learn new packages as appropriate.
6. Highly effective communication, customer service and interpersonal skills, and the demonstrated ability to interact constructively and collaboratively with staff at all levels of the organisation and/or external stakeholders.
7. Demonstrated ability to follow instructions by staff as well as Standard Operating Procedures and established lab protocols.
8. Assist in both laboratory facility and equipment maintenance including cleaning, autoclave use.
9. A commitment to equity and social justice principles.

Desirable

1. Previous experience in a similar role in a University or a large, complex organisation.
2. Experience in assisting in the preparation, set up and pack down of material and equipment for teaching practical classes as directed.

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.

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 Development Review Annually. A Commencing Development Review should be completed 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.