

# POSITION DESCRIPTION



<b>Position</b>	Research Specialist
<b>Level/Classification</b>	HEW0707
<b>Reports to</b>	Associate Professor, Medical Genomics Laboratory
<b>Unit</b>	Personalised Medicine Centre
<b>Directorate</b>	Research & Innovation, Health Future Institute
<b>Positions Supervised</b>	Nil

## Position Purpose

The Research Specialist is responsible for performing high level analysis, interpretation and reporting of genomics data and for contributing to the development of improved processes and procedures for genetic analysis of samples.

## 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.

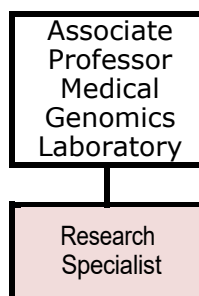
## About the Work Area

The 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 and complex experiments and workups under broad supervision.
2. Preparation of statistical data and technical reports and maintenance of records for scientific collaborators and commercial clients, ensuring compliance with regulatory requirements.
3. Evaluation of procedures and recommendations for improvements in consultation with professional staff.
4. Draft reports, publications and funding applications.
5. Manages key project workflows and supports adherence to deadlines.
6. Initiates and participates in relevant developmental projects and examines and interprets results and their significance for referral to immediate team and centre leadership.
7. Participation in continuing scientific education including review of scientific literature to maintain knowledge of current techniques and theories relevant to the workflows.
8. Prepare complex technical equipment for analysis work.
9. Assists honours and postgraduate students, as well as postdoctoral and core staff with their laboratory requirements, including training on specialized equipment and techniques.
10. Reasonable tasks that may fall outside this position description when requested by a Supervisor or Senior Manager/Director.
11. Other duties as required.

## Selection Criteria

### Essential

1. Completion of a degree in a relevant area of science with 5+ years subsequent experience.
2. Demonstrated ability to work under broad direction only, exercise initiative in undertaking responsibilities and work effectively as a team member.
3. Demonstrated experience in the practices and procedures of a genomics laboratory.
4. Demonstrated ability to evaluate new techniques and modifications of established methods.
5. Ability to problem solve and apply theoretical scientific principles and techniques.
6. Demonstrated experience with tissue culture and aseptic technique.
7. Ability to effectively analyse information and produce clear, succinct reports and documents.
8. Demonstrated ability to contribute intellectually to research collaborations, publications and project designs.
9. Planning and organisational skills with the ability to prioritise multiple tasks to meet deadlines.
10. 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.
11. Well-developed interpersonal skills and the ability to work effectively as a member of an interdisciplinary and collegial team.
12. Participate in and preparation for accreditation inspections.
13. Demonstrated knowledge of laboratory procedures, including laboratory safety.
14. Demonstrated high levels of written and oral communication skills in English.

### Desirable

1. Experience with molecular biology techniques such as PCR, RT PCR and digital PCR.
2. Experience with configuring and operating laboratory automation platforms.
3. Experience with whole genome and whole exome sequencing.
4. Experience writing successful scientific papers and funding applications.
5. 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.*