

Position Description –Animal Technical Officer

Updated 21 October 2024

POSITION DETAILS	
College/Portfolio	College Of Medicine and Public Health
Organisational Unit	Technical Services
Supervisor (Title)	Manager, Preclinical Services
Classification	Higher Education Officer Level 5
Employment Type	Continuing, Full Time

POSITION SUMMARY
Under general supervision, this position provides care and maintenance to a variety of research animals and assistance to research programmes by carrying out breeding and technical procedures using established guidelines. Knowledge of PC2 and quarantine procedures and familiarization with animal ethics and associated legislation is required. The incumbent will have the flexibility to determine priorities and operate within the framework of established policies and work systems and specific outcomes will be reviewed. The incumbent will provide functional supervision to staff members at lower levels as required.

UNIVERSITY EXPECTATIONS AND VALUES
All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to: • demonstrate commitment to the University's values of Integrity, Courage, Innovation, Excellence and the underlying ethos of being Student Centred; • contribute to the efficient and effective functioning of the team or work unit in order to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members if required and undertaking other key responsibilities or activities as directed by one's supervisor; • promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity; • perform their responsibilities in a manner which reflects and responds to continuous improvement; and • familiarise themselves and comply with the University's <i>Work Health and Safety, Injury Management and Equal Opportunity</i> policies. <i>A National Police Certificate which is satisfactory to the University will be required by Flinders University before the successful applicant can commence in this position.</i> <i>Staff working in a health care setting are strongly recommended to be fully vaccinated against COVID in line with the SA Health policy</i>

KEY POSITION RESPONSIBILITIES

The Animal Technical Officer would be accountable for:

1. Ensuring best practice of animal care and wellbeing by providing animal husbandry to a variety of laboratory species.
2. Maintain the health and welfare of animals held in Preclinical Services (PCS) and Comprehensive understanding of the Australian Code for the Care and Use of Animals for Scientific Purposes.
3. Some complex breeding and the use of colony management software for in-bred, out-bred and genetically modified animals using established guidelines and procedures
4. Provide daily oversight of PCS Staff and students in the absence of the Senior Animal Technical Officer (SATO) and demonstrate the ability to work effectively in a team environment.
5. Coordinate the activities within PCS Wash up Facilities including the operation of autoclaves, cage and bottle washers.
6. Assisting research programs by performing some complex technical procedures such as anaesthetising animals, taking blood and tissue samples, performing injections, gavage and minor operating procedures.
7. Providing routine to general advice, induction and training to staff and students, in support of Teaching and Research programs in the absence of the SATO.
8. Assisting in database management and compliance and demonstrate knowledge in WHS, PC2: Biosafety - Office of the Gene Technology Regulator (OGTR) -Gene Technology Act and BC2: Biosecurity - Department of Agriculture Fisheries & Forestry (DAFF) and the ability to accurately follow procedures
9. Assisting with the development, review and delivery of Standard Work Procedures, Risk Assessment and training programs.
10. Assisting the SATO with routine monitoring of facility equipment and infrastructure to ensure it is compliant with relevant guidelines and legislation
11. Prioritising, coordinating and monitoring workflow and providing informal day-to-day feedback to the SATO and PCS Manager; and demonstrate the ability to work effectively with in a team.
12. Out of hours work (including weekends or public holidays) according to roster requirements.
13. Any other responsibilities in line with the level of the position as assigned by the Supervisor and/or the University.

KEY POSITION CAPABILITIES

- Completion of a degree without subsequent relevant work experience; or completion of a Certificate IV and extensive relevant work experience; or an equivalent combination of experience and/or education and/or training.
- Demonstrated ability to maintain a barrier controlled facility and to oversee the complexities of inbred, out bred and genetically modified animal breeding programmes and associated records.
- Knowledge of post-operative care procedures including routes of administration of medication and practical experience in the euthanasia of animals and the preparation of drugs.
- Ability to recognise ill health in animal colonies and knowledge of disease problems characteristic of different species.
- Effective to well-developed interpersonal written and oral communication skills and the ability to relate to a wide range of staff at all levels.
- Demonstrated experience in the functional supervision of staff and students, including training, and the ability to report on performance and productivity on a day to day basis.

- Comprehensive understanding of the Australian Code for the Care and Use of Animals for Scientific Purposes and demonstrated knowledge in WHS, PC2: Biosafety - Office of the Gene Technology Regulator (OGTR) -Gene Technology Act and BC2: Biosecurity - Department of Agriculture Fisheries & Forestry (DAFF) and the ability to accurately follow procedures.
- *Due to the nature of the work, this position would be best suited to someone without allergies. (Desirable)*

Final