

Position Description

Animal Technician Officer

Position No:	Insert existing number if unchanged / NEW
Department:	La Trobe Animal Research and Teaching Facility
School:	Research Capability
Campus/Location:	Melbourne (Bundoora)
Classification:	Higher Education Officer Level 4 (HEO4)
Employment Type:	Full-Time, Continuing
Position Supervisor:	Senior Coordinator
Number:	50142818
Other Benefits:	http://www.latrobe.edu.au/jobs/working/benefits

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

For enquiries only contact:

Tanmay Shekhar, LARTF Senior Coordinator;
Tel: 03 9479 5874 Email: t.shekhar@latrobe.edu.au

Position Description

Animal Technician Officer, La Trobe Animal Research and Teaching Facility (LARTF)

Position Context

La Trobe University is home to a dynamic community of researchers producing world-class research with impact in society. The La Trobe Animal Research and Teaching Facility (LARTF) provides the expertise, infrastructure, and technical support required to facilitate the diverse range of research activities involving animals at La Trobe University.

The LARTF comprises conventional and specified pathogen free (SPF) rodent breeding and experimental areas, aquatics (Zebrafish), as well as external facilities accommodating projects involving a range of animal species including birds, macropods, amphibians, rodents, and reptiles.

The LARTF is responsible for the care, husbandry, colony management, welfare and health monitoring of animals held within LARTF facilities and provides technical assistance to research activities conducted as well as providing a program of animal skills training. Working closely with the La Trobe Animal Ethics Committee and Institutional Biosafety Committee, the LARTF team ensure research and teaching using animals at La Trobe University is consistent with best practice and maintains compliance with all regulatory requirements.

The role of Animal Technician Officer, LARTF, will be located at La Trobe University's Melbourne campus in Bundoora at the La Trobe Animal Research and Teaching Facility (LARTF). The Animal Technician Officer will perform duties encompassing animal husbandry, monitoring and provision of technical support according to documented standard operating procedures, work instructions and AEC/IBC approvals. The Animal Technician Officer has a high level of skill and capability in routine activities and will deliver a consistently high standard of technical support and animal care, supported by Senior LARTF team members as required. Responsibilities in the position of Animal Technician Officer may vary according to operational need and as animal species, number and the type of research being supported within the facility change over time.

Duties at this level may include:

- Application of a sound understanding of the needs of species being cared for to facilitate effective welfare monitoring and performance of husbandry tasks including but not limited to the cleaning of animal cages/enclosures and the provision of food, water and enrichment.
- Maintenance of breeding and/or experimental animal colonies in accordance with the Australian code for the care and use of animals for scientific purposes, Gene Technology Regulations, La Trobe Policy and Procedures and department work instructions.
- Under broad supervision conduct work requiring specialized knowledge or technical ability. Provision of guidance and support to other staff in this or other areas of expertise. Perform technical procedures to a high standard in accordance with best practice and relevant standard operating procedures or work instructions.
- Meticulous record keeping and associated reporting, including animal welfare checks, occupancy records, breeding patterns, animal health records, adverse events and risk documentation.
- Provide support, training and assistance to others within the team and to researchers. Communicate and liaise effectively with senior team members to ensure effective and efficient service delivery and operations are maintained.
- Maintain compliance with AEC and IBC approvals and work in accordance with university policies and procedures; seek clarification where needed to ensure compliance is maintained.

- Develop skills and capabilities through learning from more senior/experienced colleagues, appropriate training and/or exposure to a range of activities to meet the needs of the work area.
- Address queries from colleagues/LARTF users in a timely and efficient manner, resolving or passing on where appropriate to provide a courteous and effective service. Be responsible for ensuring resolution of problems identified or for passing on more complex queries.
- Develop skills and perform duties in a range of LARTF services and areas, including animal hold and procedure areas, washroom, administration and stores. Duties performed may depend on LARTF operational need and in addition to those directly related to animal care and research support, may include washroom activities, inventory management, animal or material transfer and administrative tasks.
- Contribute to scheduling and participate in LARTF out-of-hours roster for staffing the facility over weekend, public holiday, and University shutdown periods.

Key Selection Criteria

- Diploma of Animal Technology or an equivalent combination of relevant experience and/or education / training.
- Minimum of 2 years relevant workplace experience in animal research facilities.
- Skills and experience with a variety of animals used in research and teaching demonstrating sound knowledge of animal husbandry, breeding, health and welfare monitoring, and technical procedures. Experience with genetically modified rodent colonies is essential; experience working with zebrafish will be highly regarded.
- Working knowledge of the Australian Code for the Care and Use of Animals for Scientific Purposes, 8th ed. (2013)
- Relevant experience demonstrating good communication skills including verbal, written, listening, interpreting and nonverbal skills.
- A flexible attitude to work and an ability to accommodate and adapt to change.
- A high standard of organization and time management skills including the ability to prioritise competing demands on time.
- Demonstrated capacity to consistently undertake work to a high standard and work effectively both independently and as part of a team
- Good working knowledge of computer programs such as Word and Excel and familiarity with maintaining animal records using a database.
- Depth and breadth of knowledge and technical skills relevant to species used and research activities undertaken in animal-based research.
- A positive attitude to work and a willingness to learn and contribute to continuous improvement in work practices.

Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working with Children Check; AND
- hold, or be willing to undertake and pass, a National Police check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

Other Information

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

Position Flexibility

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

Why La Trobe:

- *Develop your career at an innovative, global university where you'll collaborate with community and industry to create impact.*
- *Enjoy working on our inspiring and stunning campuses – the perfect hub for industry, students and academics*
- *Help transform the lives of students, partners and communities now and in future*

This is more than just a job. Working at La Trobe offers opportunities to demonstrate excellence and transform lives.

Here, you'll join exceptional people, partners and communities, who power our operations with ambition and purpose.

We are forward-looking and culturally inclusive. We continuously review, improve and transform our processes to embrace new, flexible approaches. That means you'll always have the opportunity to succeed and make a difference

La Trobe's Cultural Qualities:



We are accountable

*We strive for excellence in everything we do.
We hold each other and ourselves to account, and work to the highest standard.*



We are connected

We connect to the world outside – the students and communities we serve, both locally and globally



We are innovative

We tackle the big issues of our time to transform the lives of our students and society.



We care

We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities