



**Australian
National
University**

Position Description

College/Division:	ANU College of Health and Medicine
Faculty/School/Centre:	The John Curtin School of Medical Research
Department/Unit:	Australian Phenomics Facility
Position Title:	Animal Care Technician
Classification:	ANU Officer Grade 2/3 (Technical)
Position No:	TBA
Responsible to:	Area Coordinator
Number of positions that report to this role:	Nil
Delegation(s) Assigned:	Nil

PURPOSE STATEMENT:

The Australian Phenomics Facility, within the John Curtin School of Medical Research, supports biomedical research activities by providing the highest ethical and welfare standards for laboratory animals and ensuring that genetic and microbiological control is maintained.

KEY ACCOUNTABILITY AREAS:

Position Dimension & Relationships:

The ANU's Animal Experimentation Ethics Committee (AEEC) monitors and regulates the use of animals in research and teaching carried out at the ANU and ensures that all animal usage conforms to the ACT Animal Welfare Act (1992) and the NHMRC Australian Code of Practice for the Care and Use of Animals for Scientific Purposes. We also refer to the Victorian Code of Practice for the Housing and Care of Laboratory Mice, Rats, Guinea Pigs and Rabbits.

Under the direction of the Area Supervisors and Coordinators and working alongside other technicians in the facility, animal care technicians are responsible for the day-to-day husbandry and care for laboratory animals within the Animal Division of APF. The role involves on-the-job training including learning by observation, reading and adhering to Standard Operating Procedures and supervised hands-on duties related to the objectives of research programs and the care of animals to the highest welfare standards.

Role Statement:

Under the general direction of the Area Coordinator, Animal Care Technicians will undertake the following duties:

- Day-to-day care of laboratory rodents (mice and rats) including cage changing, food and water provision and daily health checks.
- Observation of animals for signs of illness and departure from normal behaviour or appearance.
- Husbandry duties such as pairing of rodents for breeding, weaning and maintenance of experimental stock colonies.
- Maintaining written and digital records on all associated data including numbers, breeding and health status of rodents.
- Operate and maintain equipment including Individually Ventilated Caging, Air Handling Units, Change Stations, Biological Safety Cabinets.
- Maintenance of the facility in a state of cleanliness consistent with the Standard Operating Procedures including sweeping and mopping of floors, cleaning of shelves and workstations.
- Assist with procedures including routine preparation and collection of samples, injection techniques, and identification of rodents.
- Process soiled animal cages and equipment and prepare and distribute clean supplies as per the facility SOPs.
- Operate and maintain decontamination equipment including high heat and chemical based machinery.
- Actively contribute to the development and implementation of Occupational Health and Safety procedures including risk identification and minimisation strategies for the Facility.
- Other duties as appropriate to the classification.

- Comply with all ANU policies and procedures and in particular those relating to work health and safety and equal opportunity.

Important Note

- Vaccinations may be required to meet the expectations of this role
- Tasks to be undertaken are of a physical and repetitive nature. A pre-employment medical may be required
- We are looking for individuals available on a full time Monday to Friday basis
- Participation in a weekend and public holiday roster is required
- This position is not suitable for individuals with existing allergic conditions

SELECTION CRITERIA:

1. Graduate of Year 12, preferably with English, mathematics and science or technical subjects OR previous experience working with animals and their daily care.
2. Demonstrated interest in biomedical research and working with laboratory animals and a commitment to their care and maintenance of the highest welfare conditions.
3. A demonstrated commitment to extending personal knowledge and understanding by undertaking training and education.
4. An ability to maintain concentration and undertake repetitive work without distraction and work in an efficient manner defined by workflows and rosters.
5. Sound oral and written English language skills including the ability to follow written or verbal instruction, basic computer skills including email and a demonstrated ability to keep accurate records.
6. Ability to work effectively and harmoniously as part of a team in a semi isolated environment and to communicate openly and effectively with diverse groups including academic and general staff, students.
7. Ability to abide by ANU Occupational Health and Safety Practices to meet the physical and repetitive demands of the position.
8. A demonstrated general knowledge and understanding of equal opportunity principles as they relate to employment.

ANU Officer Levels 2 and 3 are broadbanded in this stream. It is expected that at the higher levels within the broadband occupants will have a deeper understanding, and a more independent application, of the research theory and techniques

The ANU conducts background checks on potential employees, and employment in this position is conditional on satisfactory results in accordance with the Background Checking Procedure which sets out the types of checks required by each type of position.

Supervisor/Delegate Signature:		Date:	
Printed Name:		Uni ID:	



Pre-Employment Work Environment Report

College/Div/Centre	College of Health and Medicine	Dept/School/Section	JCSMR
Position Title	Animal Technician	Classification	ANU Officer 2/3 (Technical)
Position No.	TBA	Reference No.	

- This form must be completed by the supervisor of the advertised position and appended to the back of the Position Description.
- This form is used to advise potential applicants of work environment and health and safety hazards prior to application.
- Once an applicant has been selected for the position they must familiarise themselves with the University WHS Management System via Handbook guidance <https://services.anu.edu.au/human-resources/health-safety/whs-management-system-handbook>
- The hazards identified below are of generic nature in relation to the position. It is not correlated directly to training required for the specific staff to be engaged. Identification of individual WHS training needs must be in accordance with WHS Local Training Plan and through the WHS induction programs and Performance Development Review Process.
- 'Regular' hazards identified below must be listed as 'Essential' in the Selection Criteria - see 'Employment Medical Procedures' at http://info.anu.edu.au/Policies/_DHR/Procedures/Employment_Medical_Procedures.asp

Other Hazards		
Please indicate whether the duties associated with appointment will result in exposure to any of the following potential hazards, either as a regular or occasional part of the duties.		
TASK	regular	occasional
key boarding	☒	☐
lifting, manual handling	☒	☐
repetitive manual tasks	☒	☐
Organizing events	☐	☐
fieldwork & travel	☐	☐
driving a vehicle	☐	☐
NON-IONIZING RADIATION		
solar	☐	☐
ultraviolet	☐	☒
infra red	☐	☐
laser	☐	☐
radio frequency	☐	☐
CHEMICALS		
hazardous substances	☐	☒
allergens	☒	☐
cytotoxics	☒	☐
mutagens/teratogens/ carcinogens	☐	☒
pesticides / herbicides	☐	☒
TASK	regular	occasional
laboratory work	☐	☒
work at heights	☐	☐
work in confined spaces	☐	☐
noise / vibration	☒	☐
electricity	☐	☐
IONIZING RADIATION		
gamma, x-rays	☐	☐
beta particles	☐	☐
nuclear particles	☐	☐
BIOLOGICAL MATERIALS		
microbiological materials	☐	☒
potential biological allergens	☒	☐
laboratory animals or insects	☒	☐
clinical specimens, including blood	☒	☐
genetically-manipulated specimens	☒	☐
immunisations	☐	☒
OTHER POTENTIAL HAZARDS (please specify):		