



## Job Description

POSITION TITLE:	Animal Technician Team Leader
LOCATION:	SAHMRI North Terrace
REPORTS TO:	Head of Bioresources
DEPARTMENT:	Bioresources

### PURPOSE AND SCOPE OF THE POSITION

Responsible for the direct supervision and leading animal technicians on a day-to-day basis, providing husbandry and care for laboratory animals, ensuring high standards of animal welfare and facility hygiene are maintained at all times in accordance with Standard Operating Procedures.

This position will involve assisting the Bioresources Management in ensuring all equipment, staff, and operational procedures are in place to ensure welfare and research needs are met at all times.

The position will work closely with other Bioresources staff on a day-to-day basis. The role will also interact with users of the facility.

### KEY RESPONSIBILITIES

The specific duties include:

- Oversee the day-to-day work of animal technicians
- Organise and implement checks and cage change rosters and schedules
- Undertake and supervise regular animal room and procedure room checks including support areas
- Responsible for ensuring appropriate records are managed, monitored and maintained
- Undertake all animal related duties and responsibilities to the highest of ethical and animal care standards and in compliance with legislation and SOPs
- Conduct inductions for new staff
- Provide on-the-job training and mentoring of staff in facility processes and SOPs
- Assist in coordination of facility works and repairs as required
- Supervise casual staff and/or work placement students
- Provide technical support and assistance to staff and facility users in a variety of techniques as required
- Prepare SOPs for required practices in the facility, including risk assessment when required
- Perform a range of administrative functions including the use and maintenance support of the animal database system, chemical inventory and procurement activities including invoicing and goods receipting
- Provide regular reports to Bioresources Management as required.
- Support quality assurance activities by contributing to audits, spot check, coordination of QA programs and other activities as required

- Contribute to the successful completion of research projects undertaken within Bioresources by participating in animal experiments and adhering to research protocols and associated standard operating procedures
- Actively communicate with and support research group staff members in a positive and helpful manner in order to maintain the welfare and ethical monitoring standards of animal
- Maintain up-to-date skills and knowledge by undertaking training and education
- Other duties as required
- Participate in special projects to continuously improve processes, tools, systems and organisation.
- Take reasonable care to protect own health, safety and welfare at work and avoid affecting the health and safety of any other person at work.
- Participate in the implementation of the Institute's Work, Health and Safety Management System and related laws, regulations and guidelines.
- Ensure that duties are performed in keeping with the principles outlined in SAHMRI's Vision, Mission and Values and the **Code of Conduct Policy**.

## SPECIAL REQUIREMENTS

- Compliance with SAHMRI Immunisation Policy and COVID-19 Vaccination Plan.
- Some out of hours' work or participation in a weekend and public holiday roster may be required.
- Tasks to be undertaken are of a physical and repetitive nature.
- This position requires a pre-employment medical examination to determine suitability for the physical requirements of the role.
- This position is not suitable for individuals with existing allergic conditions



## Person Specification

### QUALIFICATIONS

Tertiary Animal Science qualifications or equivalent experience (TAFE and/or University).

### EXPERIENCE, KNOWLEDGE AND SKILLS

- 5+ years of animal technician experience highly desirable
- Previous experience in supervising and leading a team an advantage
- Demonstrated animal ethical and welfare knowledge
- Demonstrated ability to organise work effectively
- Working knowledge of rodents (mice and rats), breeding systems, and animal
- Ability to innovate and take responsibility for outcomes
- Demonstrated ability to set priorities within own area of responsibility
- Skills and knowledge and experience in the care and use of animals in the animal research setting
- Knowledge of the Australian Code of Practice for the Care and Use of Animals for scientific purposes
- Knowledge of Quality Assurance principles and Work Health and Safety legislation, OGTR PC2 requirements
- Demonstrated experience and capability in operating animal database management systems, including the ability to run and analyse reports, organise, and maintain records to meet business requirements
- Excellent written and verbal communication and interpersonal skills, with a demonstrated customer service focus and olution orientated approach
- Demonstrated ability to maintain positive and productive working relationships with colleagues, manager and stakeholders and contribute to a cooperative and supportive team culture
- Reliable, patient and trustworthy with a professional and caring approach
- Support SAHMRI's commitment to reconciliation and acknowledge the importance of working in partnership with Aboriginal and Torres Strait Islander People
- Able to demonstrate the following SAHMRI Values and Culture:
  - **Excellence** – Bold, Driven, Dynamic
  - **Innovation** – Persistent and Focused
  - **Courage** – Collaborative and Enabling
  - **Integrity** – Embrace Diversity, Demand Equity
  - **Teamwork** – Friendly, Fast, Flexible, Fun

### LICENCES

- Current Driver's Licence