Position description

Animal Technician Parkville

Position title: Animal Technician
Classification: HEW 4.1 +
Division/Department: Bioservices
Work location: Parkville
Position reference: WEHI/YSAT
Employment type: Full Time
Remuneration range: starting at $64,278
(salary based on experience)
Further information: Angela Milligan - milligan@wehi.edu.au or
Julie Merryfull - merryfull@wehi.edu.au

Position reports to: Team Leader, Supervisor,
Head of Bioservices (Parkville)
Closing date: 14 August 2018
Positions reporting to this one: None

Position overview

The Animal Technician will undertake tasks associated with the care, husbandry and maintenance of genetically
manipulated mice in the facility. Tasks include mouse husbandry, breeding, cleaning of cages and equipment
and record keeping. Observational skills must be particularly attuned to the health and welfare of the animals
under their care. Additional duties will be to assist researchers with techniques such as tissue removal and
injections.

Key challenges include:

- Ensuring husbandry and animal health and welfare monitoring is carried out to the highest standard
  according to training protocols and SOP’s
- Ensuring breeding programs are established and maintained as per instructions
- Meeting researcher needs for assistance with techniques
- Ensuring all records are kept up to date and accurate and that all communications are highly
  professional.
Organisational environment

The Walter and Eliza Hall Institute of Medical Research

The institute, established in 1915, currently houses 15 research divisions, containing around 81 laboratories and around 1,000 staff and students, with an annual budget of approximately $100 million (AUD).

The institute’s research focuses on cancer (breast, cancer, leukaemia, lymphoma, multiple myeloma, lung cancer, colon cancer, and ovarian cancer), infectious disease (malaria, tuberculosis, HIV, and hepatitis) and chronic inflammatory and immune diseases (coeliac disease, type 1 diabetes, rheumatoid arthritis and transplantation) and continues a strong tradition of collaboration and interdisciplinary programs. The institute has a strong national and international reputation for performing highly influential research and for translation that leads to long term improvements in disease, diagnosis and treatment.

The institute’s main laboratories are located within the Parkville precinct, a vibrant hub for life science research, education and healthcare provision. In addition, the Walter and Eliza Hall Institute Biotechnology Centre is located 30 minutes from Parkville at La Trobe University’s R&D Park in Bundoora. The Biotechnology Centre features facilities for high-throughput chemical screening, medicinal chemistry, antibody production and malaria containment. The centre also functions as an incubator for the institute’s biotechnology companies.

Organisational objectives

Discovery and translation

To make discoveries that shape contemporary scientific thinking, increase understanding and improve prevention, diagnosis and treatment of cancer, immune disorders and infectious diseases.

Education and training

To educate and train world class scientists and to attract, develop and retain the best and brightest workforce.

Organisational culture

To provide a vibrant and inspiring organisational culture that encourages, promotes and rewards excellence, collaboration, innovation, creativity and respect.

Engagement

To engage with our stakeholders to improve outcomes, building support and secure resources for medical research.

Sustainability

To build infrastructure, professional services and funding that sustains our research and maximises the time our scientists can spend making discoveries.
Organisational values

- Pursuit of excellence
- Integrity and mutual respect
- Collaboration and teamwork
- Creativity
- Contribution to society
- Accountability

Key responsibilities

Animal Husbandry

- Clean feed and water animals according to training and SOP’s
- Observe and monitor health to detect early signs of disease and ensure any sick animals are discussed with the team leader/researcher (where necessary) and are addressed promptly
- Maintain and adjust breeding programs as requested by team leader/researcher
- Identify pregnant animals and record all births
- Identify poor breeders and discuss suitable strategies with team leader/researcher
- Wean and sex offspring
- Earclip animals for identification
- Provide tissue samples for genotyping
- Euthanize animals excess to requirements

Communication

- Communicate with team leader regarding daily work routine
- Maintain communication with team leader/supervisor and researchers regarding breeding/experimental requirements and animal welfare decisions
- Complete husbandry and technical jobs requested through the animal management database

Record keeping

- Daily use of animal management database to maintain accurate and up to date records of all animal details (inc. birth, mating, weaning, experiments and death)
- Scan all animal cages when husbandry procedures are carried out
- Update animal genotypes as required
- Weekly/Monthly cage or animal count
- Complete daily room checklist for animal checks and temperature monitoring
- Comply with OGTR, AEC and PC2 guidelines

Cleaning

- Maintain facility integrity by following SOP’s
- Strictly adhering to cleaning rosters for floors and equipment
Technical skills
• All techniques are completed in accordance with SOP's
• Blood and tissue collection
• Injection techniques (eg S/C, I/P, I/V)
• Oral gavage
• Surgical techniques (eg anaesthesia, suturing)

Professional Development
• Daily tasks and workload must be completed in a given timeframe, as efficiency will be assessed via in-house monitoring in conjunction with performance reviews.
• Attend training sessions and researcher talks as required
• Complete Professional Development plan annually

Key selection criteria
Personal qualities
• Conscientious
• Excellent communication skills
• Good observation skills and attention to detail
• Flexible and cooperative
• Ability to work individually and as a team
• Motivated to make a difference in animal based medical research
• Displays Institute values and embraces Institute culture
• Available to work on some rostered public holidays

Knowledge and skills
• Completion of Diploma of Animal Technology (or equivalent)
• At least 4 years practical experience in a medical research environment
• Familiar with AEC requirements and procedures
• Good computer literacy
• Proficiency in a range of techniques commonly used in a mouse research facility
Occupational Health and Safety

- Comply with institute Health and Safety Policies and Procedures.
- Take reasonable care of own safety and the safety of others around.
- Use Personal Protective Equipment (PPE) and safety devices appropriately.
- Report all hazards, incidents and injuries.
- Attend training programs as documented in individual training needs matrices.

How and where to apply

Applicants are encouraged to submit a cover letter, current resume and three referees to jobapplications@wehi.edu.au quoting the position reference WEHI/YSAT.

Please address each of the key selection criteria separately in a written document.

Diversity

The Walter and Eliza Hall Institute is an Equal Opportunity Employer.

The institute encourages and welcomes interest from Aboriginal and Torres Strait Islanders for roles within the institute.

Privacy notification

The collection and handling of declarations and personal information relevant to your employment will be consistent with the requirements of the Privacy Act 1988.