Position Description

Wash-up Assistant
Translational Research Institute, Brisbane

1. Background

Brisbane’s Translational Research Institute (TRI) is Australia’s most innovative biomedical research facility, developing novel interventions to prevent and treat human disease. Located at the PA campus, TRI combines the research intellect of the University of Queensland’s Diamantina Institute, Mater Research and School of Medicine; the Queensland University of Technology Institute of Health and Biomedical Innovation, and the Princess Alexandra (PA) Hospital’s Centres for Health Research.

With 650 leading researchers working in state-of-the art laboratories, a Clinical Research Facility across the road and the adjacent biopharmaceutical manufacturer, Patheon Biologics, TRI is one of a few places in the world where new biopharmaceuticals and treatments can be discovered, produced, clinically tested, and manufactured in one location.

Details of research and current academic staff can be found on TRI’s web site at www.tri.edu.au.

2. The Position

Reporting to the Wash-up Supervisor, the Wash-up Assistant will provide quality wash-up and sterilisation services. In this role, the appointee will work with other staff, many of whom will be staff from the individual stakeholder institutions.

It is anticipated that the successful candidate will have experience within a research or pharmaceutical environment, specifically in the handling, treatment and disposal waste.

3. Key Responsibilities

Primary Purpose of Position

To provide quality wash-up and sterilisation services for TRI and the staff from the individual stakeholder institutions that use them.

Duties

Duties and responsibilities include, but are not limited to:

- Collection, sterilisation and disposal of biological waste
- Maintenance of laboratories ensuring clean and tidy waste
- Regular maintenance of autoclaves
- Sterilisation of plastic and glassware, experimental materials, laboratory media or other items as appropriate
- Comply with OGTR and DAFF Biosecurity (formerly AQIS) legislation and procedures for handling and disposal of GMO and DAFF Biosecurity waste
- Maintain laboratory washers and dryers. Fill detergent levels and clean filters where applicable
- Maintain sterilising ovens & drying ovens
- Monitor and ensure that laboratory wash-up rooms are kept in a clean and orderly state
• Collection, dispatch to laundry and return (including inventory checks of incoming and outgoing) lab coats & Towels
• Restock stock rotation of all outgoing glassware & plasticware
• Monitor & restock First aid kits and emergency spill kits
• Liaise with store and dock staff on waste and laundry issues
• Other duties as required

**Communication and Customer Service**

• Provide quality services, procedures and communication with TRI and the partner institutions

**Work Health and Safety**

• Ensure compliance with all requirements of Queensland Work Health and Safety (WHS) regulations as they apply to the role
• Ensure any unsafe conditions, accidents or incidents are reported to the Floor Managers or Facility Manager
• Comply with the TRI Code of Conduct and other policies and procedures.

4. Reporting Relationships

This position reports to the Wash-up Supervisor on a day to day basis.
5. Selection Criteria—Experience, Knowledge, Skills and Qualifications

Experience

*Essential*

- Experience servicing biological and/or chemical research laboratories
- Experience with handling and treatment of waste and contaminated waste

Skills

*Essential*

- Knowledge of relevant WHS practices and the ability to accurately follow risk management process & SOPS as directed by your Supervisor.
- Knowledge of waste handling requirements and sterilisation techniques
- The ability to follow directions as required for complex and simpler tasks in relation to the role
- Strong service oriented ethos and commitment to supporting broader organisational objectives
- Strong interpersonal skills and the ability to work both independently and as part of a team
- Strict adherence to set procedures and routine
- Strong team player & the ability to work well with others.

*Desirable*

- Understanding of current OGTR and DAFF Biosecurity (formerly AQIS) in relation to sterilisation procedures and general laboratory practice
- Experience in a laboratory sterilisation facility and autoclave testing and usage

Qualifications

*Essential*

- Completion of Year 12 with relevant work experience; or
- An equivalent combination of relevant experience and/or education/training.

*Desirable*

- Background in a scientific work environment
- Certificate III in Sterilisation Services