



## Job Description Science and Environment Technician Level 2

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<b>Position Number:</b>	40000127	<b>FTE:</b>	1.0
<b>Division:</b>	Training Services Geraldton	<b>Agreement:</b>	Government Officers Salaries Allowance and Conditions Award 1989
<b>Branch:</b>	Maritime Centre BCMI	<b>Award:</b>	Public Service and Government Officers General Agreement 2014 or as replaced
<b>Location:</b>	Science BCMI		

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### Reporting Relationships

*Position title and level this position reports to:*  
Operations Manager Aquaculture Maritime

*Other officers reporting to the above office:*  
Aquaculture and Maritime Technician Level 2  
Aquaculture and Environmental Technician Level 2  
Technical Assistant MAES x 2

*This Office – officers under direct responsibility:*  
Nil

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### Key Role Statement

Provides assistance to staff and students in the Laboratory, Technology, Environmental Monitoring and Technology, Conservation and Land Management and Horticulture courses (primarily in laboratories, greenhouses and the field). Responsible for maintaining the CRT science based laboratories, including laboratory equipment and facilities. Provides assistance with the operations of CRT's analytical laboratory.

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### Key Responsibilities

#### Technical Support

- Assists lecturers in the Applied Science and CALM/Horticulture sections with practical sessions as well as field trips.
- Supports and trains other staff in the use of scientific equipment and methodologies.
- Maintains laboratories, CALM and Horticulture infrastructure and equipment and coordinates the use and storage of resources and consumables.
- Ensures operational readiness of Science, Horticulture and Conservation and Land Management equipment, including ensuring that equipment is correctly calibrated and maintained.
- Organises, prepares and demonstrates equipment and materials for staff and student use.
- Provides specialist technical advice to teaching staff.
- Creates, constructs, maintains and repairs laboratory, Horticulture and CALM equipment and material.
- Disposes of contaminated and used materials according to relevant policy and legislation.
- Stores and maintains equipment and resources according to College policy and legislation.
- Advises and demonstrates safety procedures according to College policy and Occupational Health Safety and Welfare legislation.
- Provides technical support and analysis to the Analytical laboratory team.
- Conducts annual stock take.

#### General

- Obtains quotes, orders, receives and stores stock.
- Liaises with the BCMI Operations Manager regarding specialised maintenance requirements.
- Supervises students during practical activities and field trips.
- Other duties as directed within scope and competence.

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**Selection Criteria****Essential**

- Degree, Diploma or similar qualifications in Science, Environmental Science or similar fields.
- Extensive experience with Science-based laboratory and experimental equipment and techniques. Experience organising and conducting field work, including in remote locations.
- Experience working in Natural Resource Management and/or Horticulture projects and operations.
- Exceptional organisational skills.
- Demonstrated analytical and problem solving ability.

**Desirable**

- "C" Class Driver's Licence.

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**Other Requirements**

- Maybe required to work from any College campus.

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**CERTIFICATION**

The details contained in the document are an accurate statement of the position's responsibilities and requirements.

Business Unit Manager		Managing Director	
<b>Name:</b>	Suresh Job	<b>Name:</b>	Bill Swetman
<b>Date:</b>	18 October 2017	<b>Date:</b>	20 October 2017