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| Position Title: Facility Support Technician | Date Prepared: 09/07/21 |
| Position Reports To: Helen Huckle, Washroom Supervisor | Theme/Team: Core Animal Services / Support Services |
| Classification: Hew 3.1 | Location: KMB and HFL |
| Key Relationships: <u>Internal:</u> <ul style="list-style-type: none"> • Core Animal Services Team • Florey Researchers • Support Services Teams | Primary Purpose: This position will play a key role in the operation of Core Animal Services washroom facilities which supports the Institutes Bio-resources' needs on a daily basis, public holiday work may be required on a rostered basis. The key components of this role will involve processing of rodent caging equipment, stocking the facilities, operating large machinery, manual handling of food and bedding deliveries, general cleaning, adhering to regulatory compliance requirements, following core animal services protocols to ensure biosecurity is protected, communication and attending meetings. |
| Primary Responsibilities: <ul style="list-style-type: none"> • All aspects of processing rodent caging associated with the Bio-resources facilities including: <ul style="list-style-type: none"> • Removing soiled bedding • Washing equipment • Filling caging with bedding and enrichment • Autoclaving • Ensuring adequate supplies of essential items are made available within the facility • Cleaning of rooms including floors and bench tops • Waste disposal • Logistics of heavy stock items • Regulatory Knowledge (PC2, DAFF, OH&S) and recognise what each regulatory body represents • Work effectively within the Core Animal Services team and comply with all animal services protocols and procedures. • Effective communication with washroom manager and CAS Technical staff • Support the collective vision and mission of the Florey through <ul style="list-style-type: none"> • open and collaborative communication that promotes positive and respectful relationships • fostering and supporting innovation within the team and broader Institute teams • excellence in practice driven by a focus on equity, diversity and inclusivity | |

Occupational Health & Safety:

- Eliminate, or otherwise reduce so far as practicable, the risks of injuries, diseases and ill health that arise as a result of Florey Institute activities through compliance with the Florey OH&S policy and procedure
- Continually incorporate and support improvement of the management of OH&S practices for Florey related activities
- Create and promote a positive and equitable workplace through awareness of issues that impact on health and wellbeing

Skills/Qualifications:

- Excellent communication skills
- Ability to work well within a team environment
- Ability to work effectively with minimal direction
- Ability to stand for long periods and lift items/equipment
- A current Victorian Drivers Licence desirable

Experience/Knowledge:

- Previous experience in a Bio-resources facility
- Experience in a cleaning
- Experience in an animal facility washroom desirable
- Experience using Tecniplast equipment desirable

General Attributes:

- Reliable with a high standard of work ethic
- Self motivated and positive attitude
- Takes initiative