

RESEARCH ASSISTANT, FATTY ACID LABORATORY
POSITION DESCRIPTION

Position Title:	Research Assistant, Fatty Acid Laboratory	Position Number: 00018961	Faculty/Division: Sciences
Classification:	HEO4	No. Direct Reports & Highest Classified Position: nil	School/Branch: AFW
FTE: 0.6	Reports to: Director, FOODplus Research Centre	Fixed <input checked="" type="checkbox"/> Continuing <input type="checkbox"/>	Discipline/Unit: FOODplus Research Centre
Position Summary:	<p>The School of Agriculture, Food and Wine is one of four schools in the Faculty of Sciences. The school is located at the University's Waite campus, the pre-eminent plant and agricultural science research site in the Southern Hemisphere. A number of academic courses are taught through the school in areas including: agriculture, viticulture and oenology, food and nutrition science, and plant biotechnology. The school represents a world-class concentration of scientific researchers, educators and infrastructure.</p> <p>The Research Assistant contributes to the delivery of a high-quality fatty acid analysis service within the FOODplus Research Centre. The Research Assistant is involved in all aspects of the fatty acid analysis service; undertakes sample preparation, lipid extraction and fatty acid analyses on a range of samples using gas chromatography (GC), assists with the analysis of GC traces and preparation of reports and communicates with external clients to provide advice, update on progress of sample analysis and send out reports. The Research Assistant works closely alongside the Manager of the fatty acid laboratory to ensure adherence to OHS guidelines and high levels of quality control are maintained at all times. The Research Assistant also undertakes routine maintenance of the equipment in the fatty acid laboratory (in particular the GCs) and ensures there are supplies of gases and consumables at all times.</p>		
Position Characteristics:	Scope	<p>The fatty acid laboratory/analysis service in the FOODplus Research Centre consists of 3 research staff and a Facility Manager, and operates under the close supervision of the Director, FOODplus Research Centre. The fatty acid analysis service processes in the order of 5000 samples per year, from both internal research projects and external clients.</p> <p>Working under the general direction/supervision of the Fatty Acid Laboratory Manager and Director, FOODplus Research Centre, the Research Assistant undertakes experiments which contribute to research projects within the fatty acid laboratory,</p>	
	Significant internal/external relationships	<ul style="list-style-type: none"> The FOODplus Research Centre is a joint venture between the University of Adelaide and the Women's and Children's Health Research Institute (WCHRI). The Research Assistant will be required to communicate effectively with both internal and external clients of the fatty acid analysis service. 	
	Special conditions	<ul style="list-style-type: none"> Reasonable workplace adjustments will be made for people with a disability. Some out of hours work may be required. The applicant may be required to spend some of their time at the Women's and Children's Hospital and Flinders Medical Centre 	
	Delegations	NA	

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Key Responsibilities and Outcomes	1	Consistent delivery of reliable and high-quality data	<ul style="list-style-type: none"> Preparation, extraction and analysis of a range of biological samples for fatty acid composition to a high standard of quality and reliability
	2	Processing of GC data into client reports	<ul style="list-style-type: none"> Preparation of client reports from GC traces, initially under the close supervision of the Facility Manager
	3	Maintenance of equipment	<ul style="list-style-type: none"> Routine maintenance of equipment associated with the fatty acid analysis service, in particular the Gas Chromatographs Including monitoring instrument performance, changing gases/columns, minor repairs
	4	Undertake experiments	<ul style="list-style-type: none"> Conduct of experiments under the direction of the Facility Manager/Director of FOODplus On occasion, this person may be required to undertake small experiments/tests under the supervision/guidance of the Facility Manager/FOODplus Director
	5	Communication with external and internal clients by email/phone	<ul style="list-style-type: none"> Maintaining contact with external and internal clients in order to ensure that they are kept up to date with progress of sample analysis (in particular any delays) and delivery of reports.
Criteria	Capabilities and Behaviours	Flexibility and Adaptability	<ul style="list-style-type: none"> Willingly adopts different approaches in order to achieve results
		Relationship Building	<ul style="list-style-type: none"> Actively works to develop and maintain effective working relationships with others. Is approachable and receptive to others.
		Communication	<ul style="list-style-type: none"> Conveys ideas clearly to others, both verbally and in print.
		Achievement Drive	<ul style="list-style-type: none"> Meets deadlines and follows through on commitments. Takes responsibility for own work to achieve quality results.
		Continuous learning	<ul style="list-style-type: none"> Open to learning new skills and ideas and takes part in learning opportunities. Contributes ideas towards continuous improvement of processes and service.
	Knowledge and Experience	<ul style="list-style-type: none"> Demonstrated knowledge of Good Laboratory Practice, and Occupational Health and Safety Requirements Demonstrated experience with fatty acid analysis by GC is desirable Familiarity with HPLC and MSMS is desirable 	

