FIELD TECHNICIAN
TECHNICAL SERVICES
ENGINEERING AND FIELD OPERATIONS
CANDIDATE INFORMATION PACK
The Australian Institute of Marine Science acknowledges the Traditional Owners of the land and sea on which we work. We recognise the unique relationships and enduring cultural and spiritual connection that Aboriginal and Torres Strait Islander people have to land and sea, and pay our respects to Elders past, present and future.

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Page 9: Christian Miller
Page 10: Christian Miller
Page 11: Christian Miller
The Australian Institute of Marine Science is a corporate Commonwealth entity established under the Australian Institute of Marine Science Act 1972 (AIMS Act). As Australia’s tropical marine research agency, it is our mission to provide the research and knowledge of Australia’s tropical marine estate required to support growth in its sustainable use, effective environmental management and protection of its unique ecosystems.

To accomplish our mission, AIMS delivers independent science to help realise three key long-term impacts for the nation:

- Improve the health and resilience of marine and coastal ecosystems across northern Australia.
- Create economic, social and environmental net benefits for marine industries and coastal communities.
- Protect coral reefs and other tropical marine environments from the effects of climate change.

Our research is focused on the priorities of our stakeholders, including Commonwealth, state and territory governments, industry and Traditional Owners. Our research continues to:

- Underpin Australia’s environmental management of the Great Barrier Reef (GBR) to ensure that this World Heritage Area remains healthy and resilient.
- Support the sustainable development of coastal industries and ports across northern Australia.
- Provide the environmental baselines and condition and risk assessments required for current and future resource and industrial developments in Northern Australia.

Our Values - The Way We Work
AIMS operates out of four locations across Australia with a research base of 300 staff (including 60 outsourced functions), two major research vessels and several significant research facilities, including the world-class SeaSim. This enables us to deploy our marine research capability across northern Australia and in selected international engagements. AIMS’ headquarters is at Cape Ferguson, about 50 kilometres from Townsville in Queensland. Our Darwin office is located at the Arafura Timor Research Facility (ATRF) adjacent to the Charles Darwin University campus. AIMS in Perth is co-located within the Indian Ocean Marine Research Centre (IOMRC) at The University of Western Australia’s Crawley campus. A small liaison office in Canberra facilitates, enables and promotes interaction with the Department of Industry, Science, Energy and Resources, and other government departments and agencies.

A specialised research fleet, unique aquaria, sophisticated laboratories, operational workshops, extensive collections, analytical technology and an array of marine observing equipment enable our scientists to examine subjects ranging from microbiology through to broad-scale ecology and coastal oceanography, both in the laboratory and in the field.

Further information on our Facilities, including AIMS’ National Sea Simulator, Operational Facilities and Research Vessels is available on our [website](#).

### Engineering and Field Operations

Engineering and Field Operations team are an enabling resource for AIMS’ Research Programs, and provide the following support functions:

- **The Engineering or Workshop Section** is involved in the development, construction and operation of engineering projects with scientists, with particular accent on the combination of electronics and mechanical engineering in a marine environment. It specialises in the integration of electronic units and mechanical housings to produce outstanding specialised equipment. Electronics, Mechanical and Carpentry workshops working together achieve a degree of synergy. The combination of a variety of skills and excellent facilities leads to a result difficult to achieve in the commercial environment. Specialisations include underwater housings, low power operation, remote operation (telemetry), underwater operation, sensors, instruments, data acquisition and control.

- **Transport** (Townsville) – AIMS Fleet and Commuter Car management.

- **Field Trips** - AIMS conducts field work in many ways in many locations. From land or at sea; using our vessels, charter or other research vessels, or vehicles. We work both independently and in collaboration with other Research Organisations.
  - Facilitate Cruise Leader Inductions
  - Approve Cruise Leaders subject to experience relative to the work planned,
  - Assist Cruise Leader with preparation of and final approval of LogReq, Passenger Manifest and Field Duties Allowance.
  - Ensure chartered vessels are in appropriate survey, fit for purpose and where required liaise with Vessel Master.
  - Primary AIMS contact for emergency response.
## Position Description – 21202 Field Technician

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<tr>
<th>Team Membership:</th>
<th>Engineering &amp; Field Operations</th>
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<tbody>
<tr>
<td>Primary Location:</td>
<td>Townsville QLD</td>
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<td>Direct Supervisor:</td>
<td>Engineering and Field Operations Manager</td>
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<td>Position Classification:</td>
<td>AIMS AOF Level 3 Enhanced</td>
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<td>Functional Area:</td>
<td>Technical Services</td>
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### Position Summary:
To apply technical expertise to operate, deploy and maintain remote observing equipment, in support of scientific and technological research in field and laboratory environments, and to be involved in the design and creation of such instrumentation.

### Position Responsibilities:
- Actively participate in the planning, deployment, operation and maintenance of field-deployed scientific equipment and instruments to ensure all safety and legal standards are met and requirements for precision, accuracy and reliability are achieved.
- Plan and participate in fieldwork (including scuba diving) to service, deploy and recover equipment.
- Assist with development, design and fabrication of field deployed scientific observation equipment, including adaptation and application of current and new technologies in order to achieve research objectives.
- Contribute to development and continuous improvement of preventative maintenance schedules. Actively participate in maintaining the asset management and tracking system.
- Ensure all maintenance is completed to schedule and that equipment is reliable and available when required.
- Undertake troubleshooting and breakdown maintenance as required.
- Contribute to development and review of operational procedures and manuals.
- Ensure that data collected in the field is quality controlled and managed using set data procedures. Complete performance logs and reports.
- Comply with AIMS’ workplace safety policies and procedures to ensure a safe workplace.
- Comply with AIMS’ Intellectual Property policies and procedures to ensure AIMS intellectual assets are captured, managed and protected.
- Comply with AIMS’ Code of Conduct ensuring the standards of conduct required of an AIMS staff member are upheld.
- Adhere to, uphold and demonstrate the AIMS values.
### Key Responsibilities and Performance Standards

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<tr>
<th>Science Outputs:</th>
<th>Assist scientific staff in the pursuit of research goals and objectives in laboratory and field environments through the operation, maintenance, deployment and development of remote observing equipment.</th>
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| Occupational Health & Safety: | Ensure all tasks are performed in a safe manner.  
Identify workplace hazards and with your supervisor’s guidance take corrective action.  
Immediately report any work-related accident, injury or near accident to your direct supervisor.  
In line with AIMS’ Health and Safety Policy policies and procedures, participate in Manual Task (Functional) Assessments and Fit for Work medical assessments as required  
Participate in inductions and training programmes. |
| Delegations: | Financial: $5000 as per delegations manual  
Performance Planning & Evaluation: Complete performance planning and evaluation annually.  
Recruitment: N/A  
Leave: N/A |
| Team work/supervisory: | Direct Reports: 0  
To work as a member of a multi-disciplinary team that values diversity while ensuring achievement of AIMS’ goals and objectives. |
| External Customer, Partner, Collaborator and Stakeholder Requirements: | Liaise with external parties as required, regarding instrumentation equipment and accessories. |
| Internal Organisational relationships: | Scientific Research Staff:  
- Provide the primary operational and technical support for remote observing equipment on field trips that use this equipment. Ensure that field-deployed equipment is reliable and available when required.  
- Liaise with research staff on the design, manufacture, fabrication and implementation of field-deployed observation and other engineering equipment.  
Research Services and Corporate Services Staff:  
- Liaise with relevant staff as required. |
| Financial responsibilities and accountabilities: | Contribute positional budget requirements.  
Manage AIMS funds in a responsible manner and within delegation.  
Comply with AIMS Fraud Prevention Plan ensuring the standards of conduct and ethical behaviour required of an AIMS staff member are upheld and that suspected fraudulent activity is prevented and/or reported. |
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<tr>
<th>Innovation, problem solving and continuous improvement responsibilities:</th>
<th>Assist in the design and adaptation of remote observing equipment, including towed video, drop cameras, weather stations, BRUVS and autonomous / semi-autonomous vehicles. Create solutions to immediate problems associated with the deployment and use of equipment on field trips. Assist in the improvement of the day-to-day operations, systems and processes in the Field Operations Team.</th>
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<tr>
<td>Planning responsibilities:</td>
<td>Plan work activities to ensure achievement of timelines. Contribute positional requirements to operational planning.</td>
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<td>Communication responsibilities:</td>
<td>Communicate with scientific staff to gain an understanding of their needs and explain design specifications and safety requirements for usage in a clear and understandable manner. Interact with other team members to facilitate achievement of group goals. Communicate with Instrumentation Suppliers to achieve AIMS Goals. Prepare technical reports detailing service and calibration of equipment.</td>
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<td>Skills and Knowledge</td>
<td>Ability to work at sea in often demanding conditions for extended periods. Workshop skills suitable for field maintenance work, calibration and testing and fault finding of electronics hardware and mechanical components. Experience in logistics, planning and scheduling fieldwork activities in remote locations. Experience with, or the capability to learn the operation and maintenance of, marine-deployed instrumentation and camera-based equipment. Team orientated with a flexible, analytical approach with a commitment to quality and the ability to: • work effectively in a workshop environment and away on field trips, at sea, and at moderate heights such as weather station masts; • work on several tasks, adapt to changes in work readily; • accept direction and provide cooperative assistance to supervisors and team members. Technical and field report writing skills. Knowledge of and a high level of commitment to the practices and principles of Occupational Health and Safety. Motor Vehicle Drivers Licence.</td>
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<tr>
<td>Desirable Skills and Knowledge:</td>
<td>Knowledge of electronic instrumentation and PC systems, including interfacing and networking</td>
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<td><strong>Qualifications and Experience</strong></td>
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<td><strong>Essential Qualifications and Experience:</strong></td>
<td>Trade or engineering qualifications in a relevant discipline, with demonstrated experience. Recreational or Commercial Ship Masters Licence, Radio Operators Licence (VHF).</td>
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<td><strong>Desirable Qualifications and Experience:</strong></td>
<td>Open-water recreational dive qualifications to a minimum of Dive Rescue or commercial diver qualifications to AS2815.1. Documented evidence of diving history. Senior First Aid, with O2 and AED. Elements of Shipboard Safety. Experience with operation and maintenance of autonomous, semi-autonomous or towed under-water camera systems. Experience with a wide variety of marine instrumentation. Seagoing experience, especially back deck operations. MR Truck and Forklift Licence. Exposure to Maintenance Database systems</td>
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<th><strong>Technology and Equipment</strong></th>
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<td><strong>Technology &amp; Equipment Used:</strong></td>
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<th><strong>Special Requirements</strong></th>
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<td><strong>Other Special Requirements</strong></td>
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Selection Criteria – 21202 Field Technician

**Essential**
- Trade qualifications in a relevant discipline, with demonstrated experience.
- Demonstrated ability to work at sea in often demanding conditions for extended periods.
- Workshop skills suitable for field maintenance work, calibration and testing and fault finding of electronics hardware.
- Workshop skills suitable for the operation and maintenance of electrical and mechanical systems in the field.
- Proven ability in logistics, planning and scheduling, preferably related to fieldwork activities in remote locations.
- Technical and field report writing skills.
- Team orientated with a flexible, analytical approach with a commitment to quality and the ability to
  - work effectively in a workshop environment and away on field trips, at sea, and at moderate heights such as weather station masts;
  - work on several tasks, adapt to changes in work readily;
  - accept direction and provide cooperative assistance to supervisors and team members.
- Knowledge of and a high level of commitment to the practices and principles of Occupational Health and Safety.
- Current C Class Drivers Licence

**Highly Desirable**
- Experience with, or the capability to learn the operation and maintenance of, marine-deployed instrumentation and camera-based equipment.
- Recreational or Commercial Ship Masters Licence, Radio Operators Licence (VHF).
- Advanced First Aid Qualifications.
- Elements of Shipboard Safety.
- Rigging or Dogger Qualifications.

**Desirable**
- Commercial Diver qualifications to AS2815.1.
- Truck Licence, Forklift Licence.
- Knowledge of Maintenance Databases.
Townsville

Townsville is a vibrant and rapidly growing city in North Queensland. Surrounded by the Great Barrier Reef, numerous coastal islands, the Wet Tropics rainforest and the outback, and less than two hours by plane from Brisbane, the region experiences a warm tropical climate with more than 300 days of sunshine each year.

A diverse economic base with strengths in government administration, defence, education, marine science, natural resource management, manufacturing and mining, ports and shipping and agriculture supports a current population of over 190,000 people.

Boasting a relaxed lifestyle, residents of Townsville enjoy access to world class educational, medical, sporting and recreational facilities. Townsville attracts high quality national and international festivals, cultural and sporting events.

For further information visit www.townsville.qld.gov.au
For your application to be considered for our Field Technician opportunity you must ensure that you upload the following attachments to your AIMS on-line Application Form*:

- Your Resume or CV, including contact details for at least two (2) current referees;
- A document addressing each of the above Selection Criteria (page 10) to demonstrate how your experience, qualifications, and technical capabilities will enable you to successfully deliver the position responsibilities detailed in the Position Description (pages 5-8); and
- Introductory Cover letter.

* The AIMS on-line Application Form, is accessible via the APPLY NOW button on our website listing for this vacant position.

Shortlisted applicants may be asked to complete a Personal Outlook Analysis Questionnaire using the Birkman Method.

Further information on our application process, including tips on how to address selection criteria, for this position is available via our Recruitment Application Guide

Closing Date: Monday, 21-September 2020 (Midnight – AEST).

Recruitment Contact: Position enquiries can be directed to Gary Brinkman at g.brinkman@aims.gov.au