



The Australian Wine  
Research Institute

## POSITION DESCRIPTION

**Title of Position:** Technical Officer

**Reporting to:** Research Scientist

**Overview:**

The Technical Officer provides technical and scientific support for research projects dealing with the chemistry and sensory properties of grapes, juice and wine.

**Qualifications:**

A relevant degree and/or relevant work experience in analytical chemistry.

**Experience:**

- Sufficient experience in chemistry and laboratory conduct to fulfil the requirements of the role.
- Experience in gas chromatography (GC, GC-MS) is highly desirable.

**Principal Accountabilities:**

1. Provide technical support for research into the chemistry of wine flavour as directed. This may include field sampling; preparation of extracts for analysis by GC/MS and LC/MS; preparation of suitable analytical standards; method development and validation; participation in viticultural, fermentation and other experiments; data processing, statistical analysis and data storage.
2. In conjunction with other technical staff, ensure the efficient and effective operation of research laboratories. This will include ordering, general laboratory maintenance, calibration of laboratory equipment, instruction of others in the correct use of research laboratory equipment and maintenance and repairs to laboratory equipment.
3. Using best practice, record on a daily basis all activities, details of any experimental work and outcomes of data processing and interpretation.
4. Actively contribute to the reporting of research progress and outcomes through reports and other modes of communication.
5. Assist in the drafting and review of relevant risk assessments and standard operating procedures.
6. Conduct chemical analysis of industry technical problems and commercial samples as directed.
7. Undertake other duties as directed by the Research Scientist, the Research Manager – Sensory and Flavour, the Group Manager – Research or the Managing Director.
8. Accept that all intellectual property, patents and discovery arising during the course of employment at the AWRI remain the property of the AWRI.

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9. Promote the general well-being of the AWRI by ensuring that all contact with clients, staff or the public is performed in a professional and confidential manner.

**Person Specification:**

1. Practical understanding of and experience in analytical chemistry and method development.
2. Practical skills in chemistry and analysis of trace compounds in complex samples.
3. Ability to work and communicate successfully with clients, stakeholders and within a multidisciplinary environment and across research and industry groups.
4. Ability to maintain effective working relationships and contribute positively in a team environment.
5. Ability to meet deadlines in the specified timeframe.
6. Superior oral and written communication skills.

**Workplace Health and Safety Responsibilities:**

Employees and students must take reasonable care to protect their own health and safety, and have responsibilities to:

1. Ensure that they do not increase the risk to the health, safety or welfare of others through any act or omission.
2. Obey reasonable instructions that are designed to protect their health, safety and welfare.
3. Use, in the appropriate manner, equipment that is provided to protect their health, safety or welfare.
4. Not wilfully interfere with, or misuse, items or facilities provided in the interest of health, safety or welfare of employees.
5. Ensure that they are not affected by alcohol or any other drug to such an extent that they endanger themselves or others.
6. Report promptly, any hazards, incidents or injuries to their Manager/Team Leader.