

Job Description



Position Title	Research Assistant	Level	A
Reports to (role)	Head, Cancer Preclinical Core	Career Stream	Research
Team	Cancer Preclinical Core		
Location	Perth Children's Hospital, 15 Hospital Ave, Nedlands		

PURPOSE OF POSITION

The Research Assistant will conduct laboratory-based research projects with a focus on evaluating novel therapeutics in *in-vitro* cancer model systems, and translation of discoveries into the clinic. They will perform drug interaction assays, and protein, cellular and genetic analyses to help inform recommendations for progression of new drugs to clinical trial. This role also supports the collection, processing, storage and management of patient tissue, blood and cerebrospinal fluid samples for the PCH Oncology Biobank to perform research. The role will maintain and expand the living biobank of patient-derived orthotopic xenograft (PDOX) models, perform *in vitro* cell culture, and contribute to small animal surgical procedures, generating biobank resources that directly support the Preclinical Core's mission of evaluating novel therapeutics and translating discoveries into the clinic.

KEY RESPONSIBILITIES

Key Responsibilities	Tasks required to achieve Key Responsibilities	Measures
Laboratory Activities	• Contribute to the planning and execution of research projects, with careful experimental design, using the most appropriate methods and incorporating all required controls and using correct statistical methods in the analyses. • Culture of cancer cell lines and/or mouse or human primary samples (human and mouse cancer and immune cell cultures). • Perform <i>in vitro</i> drug interaction assays, maintaining stringent QC across all assays, establishing reproducible workflows and reference controls. • Analyse drug interaction assays using multiple mathematical algorithms. • Assist with sample preparation from <i>in vivo</i> studies. • Other laboratory research including: ◦ Protein and cellular analysis eg flow cytometry, immunoblotting and immunohistochemistry	• Generate reproducible, high quality research results. • Positive feedback from leader, team members, animal care staff, and collaborators. • Quality of design and execution of experimental work. • Robust and translatable results. • Adherence to ethical and safety guidelines and protocols. • Equipment in good working order.

	○ Histology, eg tissue processing, sectioning, staining and microscopy ● Collection, processing and storage of human tissue and liquid biopsy (blood and/or cerebrospinal fluid) for downstream analyses (e.g. DNA extraction, single cell RNA sequencing, flow cytometry etc) ● Assist in the development and maintenance of PDOX models of human cancer including handling, welfare monitoring, surgical and non-surgical procedures for tumour and patient-derived xenograft inoculation. ● Data analysis using statistical software (GraphPad Prism, R, or Python) ● Collating, organising and presenting experimental results. ● Carrying out other laboratory assays as required and participation in the day-to-day running of the laboratory in cooperation with other researchers. ● Assist in the research and optimisation of novel laboratory techniques. ● Understand and adhere to national and institutional guidelines on laboratory safety and animal ethics. ● Other duties as directed.	● Participate in research discussions.
Administration	● Maintenance of databases (including biobanking, cell lines, DNA/RNA/protein, antibodies). ● Assist with developing and maintaining standard operating procedures. ● Accurate and detailed online lab book record keeping. ● Ordering supplies, liaising and negotiating with suppliers. ● Conduct background research as required. ● Assisting with the preparation of research data summaries, scientific reports, figures for publications or conference presentations and preparation of relevant correspondence. ● Other administrative activities as requested.	● Accuracy in records. ● Experimental reproducibility and integrity. ● Positive feedback from leader, team members, animal care staff and collaborators.
Collaboration	● Maintain open, cohesive and collaborative working relationships with researchers from all teams within the Comprehensive Cancer Centre. ● Working cohesively and collaboratively with other internal and external stakeholders. ● Attendance and participation at research seminars and meetings. ● Deliver oral presentations in both informal and formal settings. ● Providing regular performance feedback to line manager. ● Communicate regularly with the team lead, other teams within the Comprehensive Cancer Centre and relevant collaborators regarding progress, troubleshooting and priorities.	● Positive feedback from team members and collaborators. ● Harmonious and motivated work environment.
Workplace Safety	● Take reasonable care for your own safety and health and avoid harming the safety and health of others through any act or omission at work. ● Identify and assess workplace hazards and apply hazard controls. ● Report every workplace injury, illness or near miss, no matter how insignificant they seem.	● Responsibilities are embedded in work practices. ● Hazards are effectively managed or reported.

	• Abide by Institute policies and procedures.	Accidents and incidents are reported in a timely manner. • All applicable safety policies and procedures are sought, understood and implemented.
ESSENTIAL CRITERIA		

Qualifications:	• A Bachelor's degree with Honours in cancer biology, molecular biology, biomedical science or a related field.
Essential Skills, Knowledge and Experience:	• Demonstrated capacity to work collaboratively as well as confidence to work independently. • Experience with mouse models. • Experience with cell culture. • Technical and analytical skills. • Good computer literacy skills. • Excellent organisational skills, flexibility and ability to set priorities and meet deadlines under pressure. • Exceptional attention to detail and accuracy in record keeping. • Demonstrated excellent interpersonal and communication skills. • Strong principles of integrity including honesty and accuracy, respect and fairness, rigour and objectivity and accountability. • Commitment to conducting experiments involving animals and GMOs under strict ethical and regulatory guidelines.
Desirable Skills, Knowledge and Experience:	• Experience with drug screening and drug interaction assays. • Experience with flow cytometry. • Experience with immunoblotting. • Experience with biobanking procedures and maintenance of databases. • Experience in molecular biology techniques. • Experience in genomic techniques (e.g. DNA/RNA extraction, library preparation, next-generation sequencing, bioinformatic analysis). • Knowledge of human ethics and governance, and good clinical practice. • Background knowledge of/ experience in tumour biology, drug discovery or pharmacology. • Work experience in the service industry or equivalent (while studying or otherwise). • Demonstrated knowledge of research methodologies.

DIRECT REPORTS	0
-----------------------	---

Approved by:	Meegan Howlett
Date approved:	13/10/2026
Reviewed by P&C:	13/10/2026