Job Description

Position Title	Research Assistant/Research Officer	**Level**	A
Reports to (role)	Postdoctoral Researcher	**Career Stream**	Research
Team	Sarcoma Translational Research		
Location	The Kids Research Institute Australia, Perth Children's Hospital, 15 Hospital Ave, Nedlands		

PURPOSE OF POSITION

The purpose of this role is to conduct laboratory-based research projects in the field of paediatric oncology.

The Research Assistant/ Research Officer (level dependent on experience) will work under the direction of senior scientists in the Sarcoma Translational Research team to conduct research of the highest quality using techniques in RNA biochemistry and molecular biology to develop RNA-based cancer immunotherapies, to improve outcomes for children with cancer, in particular sarcoma.

KEY RESPONSIBILITIES

Key Responsibilities	Tasks required to achieve Key Responsibilities	Measures

Laboratory & Research Activity	• Conduct laboratory activites including:
	  ○ PCR, western blotting.
	  ○ RNA/DNA purification and quantification using HPLC.
	  ○ Plasmid design, protein expression, and purification.
	  ○ Maintaining cancer cell and immune cell cultures.
	  ○ Cytotoxicity assays.
	  ○ Immunofluorescence microscopy and confocal imaging.
	  ○ Flow cytometry panel design and multicolour data analysis.
	• Conduct data analysis using statistical software (GraphPad Prism, R, or Python).
	• Maintain accurate and up-to-date research records in the laboratory information management system.
	• Collate, organise and present experimental results.
	• Carry out other laboratory assays as required and participation in the day-to-day running of the laboratory in cooperation with other researchers.
		• Generate reproducible, high quality research results.
		• Positive feedback from leader, team members, lab management and collaborators.
		• Quality of design and execution of experimental work.
		• Robust and translatable results.
		• Adherence to safety guidelines and protocols.
		• Equipment in good working order.

	• Assist in the research and optimisation of novel laboratory techniques where required throughout the program. • Understand and adhere to national and institutional guidelines on laboratory safety. • Attendance and participation at research seminars and meetings. • Other duties as directed.	• Participate in research discussions.
Administration	• Maintain databases (including cell lines, DNA/RNA/protein). • Assist with developing and maintaining standard operating procedures. • Maintain accurate and detailed online lab book record keeping. • Order supplies, liaising & negotiating with suppliers. • Conduct background research as required. • Assist with the preparation of 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.
Development & Team Membership	• Organise and participate in team meetings. • Work cohesively and collaboratively with others – both internal and external stakeholders.	• 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. • Abide by Institute policies and procedures.	• Responsibilities are embedded in work practices. • Hazards are effectively • managed or reported. • Accidents and incidents are reported in a timely manner. • All applicable safety policies and procedures are sought, understood and implemented.

ESSENTIAL CRITERIA

Qualifications:	A Masters/Honours/PhD degree in a biomedical field.
Essential Skills, Knowledge & Experience:	• Demonstrated experience with RNA biochemistry: synthesis, modification, purification. • Demonstrated knowledge of molecular biology research methodologies. • Excellent organisational skills, flexibility and ability to set priorities and meet deadlines in a fast-paced environment.

	• High personal motivation and ability to work independently and as part of a team, with excellent interpersonal and communication skills.
Desirable Skills, Knowledge & Experience:	• Background knowledge of cancer immunology/immunotherapy.

DIRECT REPORTS	0

Approved by:	Co-Head, Sarcoma Translational Research
Date approved:	*29.10.26*
Reviewed by P&C:	*29.10.26*