



POSITION DESCRIPTION

Position Title:	Nuclear Medicine Manufacturing Leader
Cluster / Business Unit / Division	Customer Advocacy Value Chain (CAVC)
Section or Unit:	ANSTO Nuclear Medicine (ANM)
Classification:	Band 5
Position Description Number:	PD-A0011
Work Contract Type:	Technical

POSITION PURPOSE

The primary purpose of the Nuclear Medicine Manufacturing Leader is to lead their team in the execution of the manufacturing strategy. The leader will develop and deploy a plan that delivers manufacturing reliability and pursues improvements in safety, quality, value, process excellence and culture.

ORGANISATIONAL ENVIRONMENT

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human Nuclear Medicine, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

The CAVC division includes a number of commercial businesses including Nuclear Medicine Products, ANSTO Nuclear Medicine (ANM), Minerals, Silicon Irradiation and Radiation Services. The focus of this division is on the management of ANSTO's established businesses. The division generates revenue for ANSTO from the sale of products and services and has a strong quality focus on meeting customer needs with timely and value added products and services. The CAVC division identifies and implements continuous improvement activities with the objective of simplifying the end to end supply chain to deliver ongoing value to both internal and external customers.

Nuclear Medicine Products is engaged in the manufacture and sales of radiopharmaceutical and radiochemical products. Manufacturing is based upon the GMP Code of Manufacturing, where processes must meet certain standards and Quality Control (QC) is essential and also on just-in-time principles, where all processes are extremely time-critical.

Nuclear Medicine Products has a dominant market share position in Australia and is expanding into the global market. Nuclear Medicine Products operates under external regulatory requirements such as ISO 9001, ARPANSA and TGA, within ANSTO's procedural framework and in oversight by the ANSTO Board. Over 500,000 Australian patients benefit from Nuclear Medicine Products radiopharmaceuticals annually.

ACCOUNTABILITIES & RESPONSIBILITIES

Safety

- Lead, monitor and comply with safe work practices through your teams, including the wearing of appropriate PPE, identifying safety issues (though raising near misses), action close outs & ensure sufficient training of team members.
- Ensure all 5S standards are maintained and signed off
- Ensure self and team have and focus on a wellbeing goal.

Quality

- Lead, monitor and comply with quality work practices through your teams, including the compliance with GMP practices, identifying quality issues (though raising QNs), action close outs & ensure sufficient training of team members.
- Complete standard work to ensure procedures and quality checks are completed as per plan.
- Ensure systemic DMAIC (5 Whys) problem solving applied to achieve improvement. Resolve issues at T1 and escalate to T2 if required.
- Ensure quality checks are completed and actioned by your team

Daily operations

- Manage production resources through planning, scheduling, prioritising and allocation of production activities to ensure efficient and effective timely manufacture of production services are delivered to GMP, ARPANSA, ISO and ASNO regulations and guidelines
- Co-ordinate, review and ensure preventative maintenance plans are executed and closed out for plant and equipment in ANM to ensure compliance of the facilities at all times to GMP, ARPANSA, ISO and ASNO regulations and guidelines

Process Excellence:

- Champion Teamwork to improve team behaviours and drive results
- Completing all scheduled Manufacturing Excellence Activities
- Use tools to eliminate waste, embed Standard Work for self and team.

Leadership

- Champion a safety and quality culture with the team, it’s our priority.
- Actively use the ANSTO’s HR processes to develop your team members
- Contribute to and deliver on the CAVC team culture and engagement plans.
- Train, coach and mentor staff in order to enhance expertise of the individual and the team
- Undertake additional duties as required and during periods of leave of other staff

Decision Making

- Accountable person for safety, quality and manufacturing performance for the shift and/or team
- Ensure compliance to all regulatory and ANSTO procedures and policy’s
- The levels of authority delegated to this position are those approved and issued by the Chief Executive Officer. All delegations will be in line with the ANSTO Delegation Manual AS-1682 (as amended or replaced).

Key Challenges

- Achieving sustainable production outputs in a unique nuclear products environment.
- Establish strong relationships within the ANM teams and across the organisation.
- Increasing capability and diversity within the manufacturing teams
- Improving the maturity of manufacturing excellence tools and methodologies
- Ensuring relevant Responsible Officers, Area Supervisors and Facility Officers are kept informed of safety and compliance related issues.
- Ensuring that there is consistent application of practices across the business.

KEY RELATIONSHIPS

Who	Purpose
Internal	
Group Executive CAVC	• Support manufacturing strategy development
General Manager ANM	• Provide expert advice and contribute to decision making
Head of Operations ANM	• Identify emerging issues/risks and their implications and

	propose solutions.
Operations manager	<ul style="list-style-type: none"> Align team manufacturing plan Align priority setting and conflict resolution Provide manufacturing metrics, plans and progress
Peers	<ul style="list-style-type: none"> Provide expert advice and analysis on a full range of matters Contribute to group decision making processes, planning and sales goals Collaborate and share accountability Negotiate and resolve conflicts Work closely with and provide support to ongoing Projects
Direct Reports	<ul style="list-style-type: none"> Provide leadership, guidance and support Set performance requirements and manage performance and training development Engage to monitor trends, performance and progress against the manufacturing plan
Internal Stakeholders	<ul style="list-style-type: none"> ANSTO Service Providers Monitor KPIS
External	
Suppliers	<ul style="list-style-type: none"> Provide input to KPI's and Service Level Agreements (SLA)'s
Industry Regulators - ARPANSA	<ul style="list-style-type: none"> Ensure compliance with ARPANSA licences within areas of responsibility
Licensing Authorities - TGA	<ul style="list-style-type: none"> Ensure compliance with TGA and GMP code within areas of responsibility

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the Operations Manager
Direct Reports	Up to x 5 Nuclear Medicine Manufacturing Technicians/Support Staff
Indirect Reports	Nil

Special / Physical Requirements	
Location:	<ul style="list-style-type: none"> Lucas Heights Working in different areas of designated site/campus as needed
Travel:	<ul style="list-style-type: none"> May be required to travel to ANSTO sites from time to time May be required to travel both internationally and nationally from time to time
Physical:	<ul style="list-style-type: none"> Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Public speaking
Radiation areas:	<ul style="list-style-type: none"> Perform duties in an area where radioactive materials are handled under tightly controlled safety conditions Perform duties with and in an area where hazardous chemicals or materials are handled under tightly controlled

	safety conditions
Hours:	<ul style="list-style-type: none"> Willingness to work extended and varied hours based on operational requirements. Shift work on roster system After hours work will be required on a regular basis
Clearance requirements:	<ul style="list-style-type: none"> Satisfy ANSTO Security and Medical clearance requirements Obtain and maintain appropriate federal government clearance

Workplace Health & Safety	
Specific role/s as specified in <u>AG-2362</u> of the ANSTO WHS Management System	All Workers
	Managers / Leaders / Supervisors
	Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties

ORGANISATIONAL CHART

On File

KNOWLEDGE, SKILLS AND EXPERIENCE

1. Degree qualifications in a Technical or related discipline or demonstrated equivalent experience.
2. High level process improvement skills with analytical ability and strategic problem solving skills (root cause analysis, process improvements & corrective actions).
3. Ability to motivate and inspire people at all levels to build a high achievement team, resolve issues and make the right people calls when necessary.
4. Experience leading an operations team and the ability to coach and build capability in others.
5. Proven ability to work both in a team and independently.
6. Strong verbal and written communication skills, including writing and conveying of procedures, policies, writing technical reports and managing staff performance.
7. In depth knowledge of process improvement techniques.
8. In depth knowledge of safe work practices / hazard prevention.
9. Pharmaceutical or nuclear facility working knowledge and experience in the application of GMP principles Innovation in leadership and problem solving — bring new solutions to old problems.

VERIFICATION

Line Manager		Delegated Authority	
Name:	Aaron Flett	Name:	Ian Martin
Title:	ANSTO Operations Manager	Title:	GM ANSTO Health/Head of Operations ANM
Signature:		Signature:	
Date:		Date:	