



## POSITION DESCRIPTION

<b>Position Title:</b>	Lead Consultant Commercial Health Physicist
<b>Cluster / Business Unit / Division</b>	Commercial Products & Services
<b>Section or Unit:</b>	Radiation & Nuclear Waste Services
<b>Classification:</b>	Band 7
<b>Job Family:</b>	Science
<b>Position Description Number:</b>	PD-2535
<b>Work Contract Type:</b>	Professional
<b>STEMM/NON-STEMM:</b>	STEMM
<b>STEMM CATEGORY:</b>	Science

### POSITION PURPOSE

The primary objective of the role is to lead field-based teams delivering client projects with a total value over \$10M annually. The position works in dynamic customer environments and is required to successfully negotiate delivery with clients, ANSTO enablers, stakeholders, suppliers and contractors to deliver successful client orientated outcomes.

### 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 health, 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 Radiation and Nuclear Waste Services business unit is a key part of ANSTO’s Commercial Products and Services (CPS) group which includes other businesses delivering commercial revenue back into ANSTO. The Radiation and Nuclear Waste Services (R&NWS) business provides external clients with a wide range of consulting, project management and delivery services to the market.

### ACCOUNTABILITIES & RESPONSIBILITIES

#### Key Accountabilities

- Lead, influence and develop relationships with clients, ANSTO Enablers, stakeholders, contractors, and suppliers to ensure optional financial and client outcomes are achieved.
- Lead the development of compelling client proposals for clients and ensuring that projects costs align to business requirements, ensuring billing and forecasting are accurate and timely.
- Lead the development and implementation of project objectives, plans, budgets, targets, and activities in collaboration with clients, ANSTO enablers, and contractors to achieve R&NWS operational strategy and financial targets.
- Ensure the R&NWS reprioritisation of work aligns with financial objectives and work priorities to make best use of scarce resources and maximise financial return.
- Lead and develop client, supplier, and contractor relationships strategy to achieve optimal financial and operations performance for the Group.
- Lead all aspects of R&NWS field or site operations, programs, teams, and resources to align with project budget constraints and ensure successful financial performance.

- Develop new processes and work practices, implementing changes to ensure work can be undertaken safely and efficiently in the field to deliver to ANSTO and the clients requirements.
- Lead R&NWS facility, licencing and reporting requirements to ensure compliance and reliability of equipment, building, area, source storage, reporting and wipe testing .
- Lead the development and Implementation of core competency training, experience, personal development, performance management and review, recognition and guidance for R&NWS teams.
- Ensure the sustainability of the R&NWS through workforce training, planning, talent management and employee development activities. Supporting the Radiation safety training team, as required.
- Undertake additional duties as required and during period of leave of other staff.

### **Decision Making**

- This position makes operational and financial decisions on a day-to-day basis for field-based teams on projects that impacts clients, ANSTO employees, Suppliers and contractors.
- The position works within a framework of legislation, policies, professional standards, and resource parameters. Within this framework the position has some independence in determining how to achieve objectives of the client, the business unit, including deciding on methods and approaches, operations, project planning and allocation of resources.
- This position determines key work priorities, (and reprioritisation) within the context of agreed work plans and will consult with the Manager R&NWS on complex, sensitive and major issues that have a significant impact on the project (financial, or time frame)
- The position is fully accountable for the accuracy, integrity and quality of the content of advice provided to the Manager R&NWS and is required to ensure that decisions are based on sound evidence, but at times may be required to make effective judgements under pressure or in the absence of complete information or expert advice.
- 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**

- Maintaining an influential position with clients, suppliers, and contractors to achieve outcomes aligned to ANSTO commercial expectations.
- Working with External clients to deliver successful field-based projects, often over weekend, after hours, and on challenging sites.
- The provision of accurate information to business lead to support timely quotes and proposals to clients.
- Working with all Project Stakeholders to communicate safe methods of work to protect people, assets, and the environment.
- Understanding and resolving complex projects, and lead times. This will include working with State and federal authorities, ANSTO enablers, suppliers, and contractors, whilst remaining compliant to ANSTO policy and procedures.
- Maintain detailed knowledge and experience in radiation protection technical, chemical and client site requirements.
- Anticipate, and coach the team on training and development opportunities to ensure safe, reliable field based (client)outcomes.

## KEY RELATIONSHIPS

Who	Purpose
<b>Internal</b>	
Manager Radiation & Nuclear Waste Services	<ul style="list-style-type: none"> <li>• Receive guidance and direction on project delivery strategies</li> <li>• Collaboratively develop project plans providing expert knowledge to on methodology and delivery requirements</li> <li>• Delivery of projects to agreed timeframes and cost</li> <li>• Negotiate and report on budgets and resources consistent with strategic plans and goals</li> </ul>
NWS Commercial Technical Consultant	<ul style="list-style-type: none"> <li>• Provision of accurate cost, time and about project plans</li> <li>• Timely forecasts on expenses and payment schedules</li> <li>• Revision of work schedules to align with agreed priorities</li> <li>• Project methodology for contract development and variations</li> </ul>
Work area team members	<ul style="list-style-type: none"> <li>• Provide expert advice and analysis on a project design and delivery</li> <li>• Lead and inspire group decision making processes, planning and goals</li> <li>• Influence and resolve conflicts</li> </ul>
Direct/indirect Reports	<ul style="list-style-type: none"> <li>• Provide leadership, guidance, and support.</li> <li>• Set performance requirements and manage performance and development.</li> <li>• Engage to monitor trends, performance and progress against the strategic plan and evaluate further support which may be required to ensure delivery against the plan</li> <li>• Review and prioritise workload</li> </ul>
High Reliability, Waste Operations and Regulatory Affairs	<ul style="list-style-type: none"> <li>• Timely collaboration on future and current projects</li> <li>• Requests to provide support to during periods of leave of other staff, if directed to</li> <li>• Source movements,</li> <li>• Regulatory requests</li> <li>• Provision of support to organisational initiatives</li> </ul>
<b>External</b>	
Clients External stakeholders - groups, Contractors, suppliers' committees, industry or business	<ul style="list-style-type: none"> <li>• Advice on how to deliver on projects to agreed scope, cost and time</li> <li>• Engagement with stakeholders, including regulators and international service providers, vendors, and contractors</li> <li>• Promotion of ANSTO services</li> </ul>

## POSITION DIMENSIONS

<b>Staff Data</b>	
Reporting Line	Reports to the Manager Radiation & Nuclear Waste Services
Direct Reports	<ul style="list-style-type: none"> <li>• NWS Commercial Technical Consultant x1</li> <li>• Consultant Health Physicist X 1</li> <li>• Senior Health Physics Surveyor x 1</li> <li>• Radioactive Waste Management Specialist x1</li> </ul>
Indirect Reports	Nil
<b>Financial Data (FY24Forecast)</b>	

Revenue / Grants	+\$10M
Operating Budget	+\$1M p.a
Staffing Budget	
Capital Budget	\$100-250K p.a
Assets	

### Special / Physical Requirements

Location:	This role is based at Lucas Heights
Travel:	All field-based work is off site at client premises, and requires Frequent national travel, with Limited international travel The role requires an understanding of client facility requirements.
Physical:	Preparation for jobs or projects is an office-based role with some physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) When in the field you will be working at client sites wearing personal protective equipment and using Manual handling of portable detectors. Often working in demanding environments and various climatic conditions, working at nights and weekend maybe required. The role requires working with contractors, suppliers and various types of equipment to safely perform tasks. Labour intensive physical requirements (sitting, standing, frequent manual handling), standing for long periods, frequent movements (climbing, stooping, kneeling, crouching, crawling) and working in a loud environment. Industrial facility physical requirements (lifting, standing for long periods, operating machinery, equipment and manipulators and wearing personal protective equipment for the handling of hazardous and/or radioactive materials. Working in confined space environment including wearing respiratory equipment
Radiation, Chemical & other Hazards	May be required to work in areas with radiation, chemical, and other environmental hazards (example dusts, heat, cold, heavy equipment
Hours:	Willingness to work to deliver on client projects and timelines. This may require the person to work after hours, and weekends.
Clearance requirements:	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 Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties
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## KNOWLEDGE, SKILLS AND EXPERIENCE

1. Degree in a science, or relevant discipline with demonstrated practical experience of field-based delivery in radiation protection and commercial project delivery
2. Demonstrated experience as a Radiation Protection Advisor (RPA), with a sound knowledge of ANSTO radiation technical requirements.
3. Experience should include sound understanding of ANSTO core competency, source licencing and WHS requirements.
4. Proven experience, leading and managing operational activities (including suppliers, contractors, and vendors) and/or type of staff to achieve project and financial outcomes.
5. Experience guiding, developing, and mentoring staff to deliver successful client projects.
6. Demonstrated experience in managing effective relationships with key stakeholders.
7. Ability to influence project delivery outcomes to aligned with organisational objectives.
8. Demonstrated ability to initiate and manage change, allocate resources effectively and identify and manage risks
9. Exceptional skills in communication, interpersonal relations, negotiation and influencing, and strategic planning.

## VERIFICATION

This section verifies that the line manager and appropriate senior manager/executive confirm that this is a true and accurate reflection of the position.

Line Manager	Delegated Authority
Name: Darren Mason	Name: Jayne Senior
Title: Manager Radiation & Nuclear Waste Services	Title: Director ANSTO Businesses
Signature:	Signature:
Date:	Date: