

POSITION DESCRIPTION

Position Title:	<i>Veterinary Technician</i>		
Division/Unit:	Global and Tropical Health Division		
Report to (Role):	<i>Senior Veterinarian or Senior Veterinary Technician</i>		
Classification Level:	Category <i>K3C10</i>		
Status (FTE):	1.0FTE	Location:	Dili, Timor-Leste
Number of positions supervised:	Directly: 0		
	Indirectly: 0		
Special Provisions:	<ul style="list-style-type: none"> • Vaccinated against rabies or willing to receive the rabies vaccination. • Travel to municipalities, including participants' homes, to facilitate research activities and conduct follow-up visits as required. • Have a recent National Police Clearance Certificate. 		

ABOUT MENZIES:

As one of Australia's leading medical research institutes dedicated to improving the health and wellbeing of Aboriginal and Torres Strait Islander Peoples, and a leader in global and tropical research into life-threatening illnesses, Menzies School of Health Research continues to translate its research into effective partnerships and programs in communities across Australia and the Asia-Pacific region.

SUMMARY OF THE POSITION:

The Veterinary Technician will work closely with the Ministry of Agriculture, Livestock, Fisheries and Forestry and other collaborators to address priority One Health issues including antimicrobial resistance (AMR), zoonotic infections, and priority diseases affecting food production and food safety. The role involves implementing data collection and project activities under Research Excellence and Surveillance to Promote One Health Solutions for Timor-Leste and the region (RESPOTA).

The position will be based in Dili, Timor-Leste. It will also involve regular travel to other municipalities in Timor-Leste for up to 5 days at a time.

PRIMARY RESPONSIBILITIES:

The following key responsibilities are not exhaustive and may include others as directed by the Research Coordinator at Menzies School of Health Research Timor-Leste Office.

1. Conduct field data collection, through working with farmers, traders, National Veterinary Directorate (NDV), municipal animal health services and other stakeholders
2. Provide training for NDV and municipal animal health service staff on field data collection protocols
3. Perform preparation, packing and storage of sampling equipment and reagents for field sample collection
4. Communicate with Veterinary Diagnostic Laboratory and other laboratories on the schedule for sample collection, sample receipt and reporting of results
5. Engage with farmers and stakeholders to promote sample submission to VDL
6. Perform data entry on electronic data collection systems and conduct analysis on collected data for reporting
7. Assist with interviews and engagement sessions that aim to gain a deeper understanding on various One Health issues in Timor-Leste
8. Assist with drafting reports on field data collection and other relevant project activities
9. Inform and update key stakeholders on project progress, while maintaining a positive relationship
10. Any other tasks as reasonably required by the supervisor, country manager and project leads.

VISIT US

Rua de Be-Mori No.83
Bidau Lecidere, Nain Feto
Dili, Timor-Leste

CONTACT

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SELECTION CRITERIA:

1	Qualifications:	<i>Bachelor's degree or equivalent tertiary qualification relevant to primary responsibilities.</i>
2	Essential Criteria:	<ol style="list-style-type: none"> 1. Bachelor's degree or equivalent tertiary qualification with professional registration or certification in the research field. 2. Experience in the use of electronic data collection systems such as REDcap, and data analysis 3. Attention to detail, initiative, good judgement, and strong problem-solving skills. 4. Flexibility and ability to work well in a team and motivate other team members. 5. Good organizational and time management skills, proven ability to work efficiently and meet deadlines while maintaining accuracy and quality 6. Ability to establish and develop productive partnerships, manage sensitive issues and maintain confidentiality. 7. Strong communication skills 8. An understanding and awareness of relevant Workplace Health and Safety as well as Equal Opportunity principles and legislation along with a commitment to maintaining a healthy and safe workplace for all Menzies staff, students, volunteers, and visitors.
3	Desirable Criteria:	<ol style="list-style-type: none"> 1. Good conversational and written English 2. Previous experience working in the field of animal health, public health, and/or livestock development

COVID-19 Safety Requirements:

Menzies encourages all staff to be fully vaccinated in accordance with the latest guidance and recommendations for COVID-19 vaccination as issued by the Australian Technical Advisory Group on Immunisation (ATAGI).

Approved by:	Country Manager <i>A. KALVES</i>
Date Approved:	3 rd February 2026