

Hello there, and thanks for stopping by! Are you a leader who has extensive molecular genetics skills with project management and client communication skills to boot? Do you thrive in an innovative environment and jump at the opportunity to improve how things are done? Do you always find yourself reading about the latest technology, science or movements in your areas of interest? Are you up for the challenge of moving quickly within a start-up organization full of ambiguity and possibility? If so, we want to hear from you!

## WHO ARE WE?

For almost two years now we have been EnviroDNA – a purpose driven business, which spun out of sister company **cesar**. As the name suggests, environmental DNA (eDNA) is at the heart of what we do. Every creature leaves traces of DNA in the surrounding environment. It is our job to find it! eDNA approaches are revolutionizing how we detect and manage biodiversity – we help government, not-for-profit and private organisations in doing so. It's an exciting time, and we need more hands on deck to help take eDNA from the early adopters to the masses.

## THE ROLE – IS THIS YOU?

The mission of this role is: to help EnviroDNA build an enduring leadership position in a rapidly growing industry by overseeing and improving how we: plan, manage and deliver eDNA laboratory projects, meet client expectations, stay abreast of industries, and implement innovative technology, science and approaches.

We are looking for someone who...

**Has a good foundation of molecular lab skills** – (e.g. DNA extraction, qPCR, primer development, sequencing, NGS/metabarcoding and other molecular methods) and experience that puts you in a strong position to undertake eDNA wet lab and potentially dry lab work (e.g. bioinformatics) where required and identify opportunities to improve how we do things (e.g. automation, better workflows etc).

**Project management, quality control, action orientation with the ability to engage people** – you are a well organised person with excellent skills and experience in project planning and management, who can effectively bring people together to successfully deliver work that meets quality control standards.

**Excellent interpersonal skills, written communication and analytical ability** – you have experience and demonstrated motivation to build and manage client relationships, including analysing and reporting scientific information clients, and helping to ensure we continue to successfully apply eDNA science and technology to meet industry needs.



**A knack and drive for tech and innovation** – Demonstrated strong initiative and motivation for keeping abreast of technology and industries along with experience in identifying and/or undertaking R&D and innovation initiatives in an organisation.

**Strives for high performance in yourself and the business** – you strive for improvement and excellence not only in what you deliver, but how you operate. This also extends to your interest in thinking about the broader business including what the team delivers and how it operates, if you see something that could be improved you speak up. Innovation and high performance are driving forces at EnviroDNA.

**Highly desirable, but not essential** – experience with NGS/metabarcoding workflows, experience applying environmental science to industry, experience working in a small or growing business, business development/funding procurement experience, experience working with eDNA and population genetic analyses using a variety of molecular markers.

## ARE YOU UP FOR THE CHALLENGE?

We expect our new Lead will achieve the following outcomes in this role:

1. Effective project planning and management of eDNA laboratory projects ensuring effective team work, timely delivery, scientific rigour and quality assurance.  
*This may include activities like:*
  - a) Oversight of projects/management of resource allocation.
  - b) Client project planning working closely with our field work manager.
  - c) Removing blocks to progress/troubleshooting and initiating enablers.
2. Rolling up the sleeves and delivering on client projects.  
*This may include activities like:*
  - a) Undertaking wet lab and/or dry lab (bioinformatics) work.
  - b) Ensuring delivery of quality results and reporting for clients.
  - c) Troubleshooting technical challenges.
3. Satisfied clients who want to work with us again and will refer us.  
*This may include activities like:*
  - a) Proactive communication with clients.
  - b) Listening, understanding and addressing client needs.
4. Research and implementation of new approaches, science, and technology that improve how we apply eDNA and ensure the business maintains an industry leadership position.  
*This may include activities like:*
  - a) Keeping abreast of technology, eDNA, and our business markets.
  - b) Identifying and implementing technical R&D & innovation initiatives.



## ALIGNING WITH OUR VALUES:

- Scientific excellence – we need people who set high standards, always working to achieve scientific excellence and can do so in the applied context of business.
- Bring grit – we need people who can thrive in a fast-paced environment and who have the determination to persevere through challenges.
- Love it, own it – we need people who are passionate about delivering great outcomes and take ownership of planning and undertaking their work to achieve great outcomes.
- Trust yourself and each other – we need people who are courageous in the face of ambiguity, as could be experienced in science and a growing business, and can work in a team to support others to do the same.
- Do good for the environment – we need people who strive to have a positive impact.

## WHAT CAN WE OFFER?

- Opportunity to start a new role and grow with an innovative start-up business that is an industry leader;
- Opportunity to work with a purpose driven business;
- Full-time employment with the opportunity for flexible working arrangements
- A small team of friendly and dedicated colleagues, currently in leafy Parkville (on the fringe of the Melbourne CBD).

## WOULD YOU LIKE TO APPLY?

Is this role right up your alley? If so we are excited to receive your application.

Please apply by email to our Administration Manager, Frances Morell ([admin@envirodna.com](mailto:admin@envirodna.com)), including the following:

- A cover letter of no more than one page. Ensure it focuses on why this role would be the perfect opportunity for you. We would like to hear what excites you about it and the key attributes you would bring to this role and EnviroDNA;
- A copy of your current CV.

If you have any questions please get in touch with Frances Morell at the above email or call on 03 9028 8753, if the number is unattended please leave a message and we will get back to you.

Closing date for applications is the 28<sup>th</sup> June 2019, unless the position is filled prior.

Thanks in advance for your interest in EnviroDNA.

