POSITION DESCRIPTION

POSITION TITLE Electrode Production Technician

CLASSIFCATION RES 2.7 – 2.10 ($69,943 - $74,477 base per annum, FTE)

ROLE Part time (0.6 FTE)

LOCATION St Vincent's Hospital, Fitzroy

ABOUT US

The Bionics Institute is an internationally recognised, non-profit medical research institute that solves medical challenges with technology.

Proudly affiliated with Swinburne University of Technology, we lead the world in the research and development of innovative medical devices and therapies to improve human health. Our multidisciplinary team comprises world-class scientists, engineers and researchers, and our laboratories are located at St Vincent's Hospital Melbourne, close to our clinical collaborators.

Together we transform the lives of people with a range of conditions, including Alzheimer's disease, hearing impairment, Crohn's disease, chronic pain, Parkinson's disease and arthritis.

ABOUT THE ROLE

Reporting to the Electrode Fabrication Lead, the Electrode Production Technician plays a key role within the Electrode Fabrication team, supporting research and development projects through the production of high-quality, custom-made implantable devices. This hands-on role is primarily focused on the fabrication, assembly and testing of electrode assemblies and prototypes, working from established procedures and detailed design specifications.

Working under a microscope and using specialised tools and equipment in a practical, detail-oriented environment, you will build and refine intricate electrode components with a high degree of precision. You will collaborate closely with engineers and researchers to translate concepts and designs into functional prototypes, contributing to the development of mature, reliable devices. The role will also involve troubleshooting fabrication challenges, supporting iterative design improvements, and assisting with general laboratory operations.

Key responsibilities

Device Fabrication & Technical Support

- Operate fabrication equipment including microscopes, welders, and precision hand tools
- Manufacture standard electrode devices in accordance with established procedures and quality requirements
- Assist in the development and refinement of new device designs under guidance

- Produce test samples and one-off devices using new methods or materials as required
- Follow design specifications and fabrication instructions provided by engineers and senior staff
- Provide hands-on fabrication support to engineering and research teams

Laboratory Operations

- Maintain a clean, organised, and compliant laboratory environment
- Carry out cleaning, packaging, and sterilisation procedures where required
- Monitor laboratory consumables and place orders as needed
- Assist with routine equipment maintenance and report faults or failures

Documentation & Quality

- Maintain accurate laboratory records of work performed, including device issues and modifications
- Assist in the preparation and updating of Standard Operating Procedures (SOPs)
- Follow established quality systems and good laboratory practices (GLP)
- Support traceability and documentation requirements

Core Competencies for the Role

Competencies have been assigned based on an anticipated extended initial training and orientation period. Competencies may be reviewed as demonstrable capability and experience develop.

Task complexity – Straightforward
Work is generally repetitive and presents the position holder with very few difficulties.

Knowledge required – Basic
Knowledge of materials, equipment and processes. Knowledge of work area including the functions that are carried out by the area and the people relevant to the workgroup functions. Training provided for specialised processes.

Judgement and problem solving – Repetitive
Solves simple problems with reference to established techniques and practices. Will sometimes be required to choose between a range of straightforward alternatives. Is expected to refer problems to a higher level.

Level of supervision and independence – Close
Position holder is told in detail what tasks to do, how to do them and when to have them completed. Position holder is required to follow details work instructions without variation unless specifically authorised to do so. Supervision is generally daily, and work is typically checked step by step. Supervision decreases and independence increases with experience.

Organisational relationships and impact – Emerging
Position holder provides basic information to others and follows standard processes and procedures. Positions at this level do not assert influence over other positions or employees. The impact of procedures on other people or work areas is the concern of more senior employees. Works collaboratively with technicians, engineers, and researchers to support project outcomes.

ABOUT YOU

You are a hands-on individual who enjoys working with precision and takes pride in producing high-quality outcomes. With a natural attention to detail and a methodical mindset, you are comfortable following structured processes and detailed instructions to ensure consistent, accurate work.

You are reliable, organised and proactive, with the ability to manage your day-to-day tasks while working under general guidance. You have developed strong manual dexterity and fine motor skills, along with sound problem-solving abilities. Clear communication skills and a collaborative working style enable you to contribute effectively both independently and as part of a team and give you the confidence to identify and raise issues when they arise.

You have a flexible, “can-do” attitude and can work to deadlines in a focused and efficient way. You are keen to learn, open to feedback, and motivated to build your technical capability over time.

While prior experience in a similar environment is advantageous, all necessary training will be provided to support your success in the role.

SELECTION CRITERIA

Essential

- Experience working with micro-tools or fine assembly techniques or under microscopes, including as part of studies.
- Basic computer skills

Desired

- Certificate, Diploma, or relevant training in engineering, electronics, biomedical science, or a related field (or equivalent hands-on experience)
- Previous experience assembling small-scale or precision devices
- Experience working in a laboratory, cleanroom, or engineering environment
  Exposure to quality systems or regulated environments (e.g. medical devices)

Additional Requirements

Prior to any offer being made, all preferred candidates will be required to provide:

- A national police check via Fit2Work.
- Evidence of holding the legal right to work in Australia with no restrictions.

OUR COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

As our research transforms the lives of people across all walks of life, we recognise that a diverse, engaged, and united team makes us stronger, and we hire qualified people from all different backgrounds and experience levels.

We encourage employees to speak with your manager or a member of our HR team about the type of working arrangements that would help you thrive in your role at the Bionics Institute

BENEFITS OF WORKING WITH US

At the Bionics Institute, you'll be part of a team making a tangible difference in global health. We offer the following benefits.

- Competitive salary with salary packaging of up to $18,550 per annum to increase your take home pay.
- Flexible and hybrid working arrangements.
- Corporate Bonus Scheme with the potential to receive up to 10% of your annual salary.
- Professional development opportunities and mentorship to ensure career progression.
- A collaborative, inclusive workplace that values diversity.

READY TO APPLY?

If you believe you have the attributes to be an integral part of the team, please submit your application via SEEK, including a CV and a brief cover letter (max 2 pages) that addresses the selection criteria. If you have further questions about this opportunity, please contact a member of our HR Team on **HR@bionicsinstitute.org**. *Direct applications and/or applications that do not include a cover letter addressing the criteria will not be considered.*

Applications Close **22 May 2026 at 11.59 pm** however interviews may begin before the closing date.

Note: We do not accept unsolicited agency applications and are not responsible for any fees related to unsolicited CVs.