

<b>Position Title</b>	Sterilisation Technician
<b>Group/Portfolio</b>	Griffith Health - Griffith Health Clinics
<b>Classification</b>	Hew Level 3
<b>Position Number</b>	00053053
<b>Reports To</b>	Dental Assistant Team Leader - CSSD
<b>Employment Type</b>	Continuing

## 1.0 Position Purpose

Griffith Health Clinics are a multi-disciplinary primary health care service within Griffith University. The Clinics feature a 113 chair, which continues to expand, in addition to Nutrition and Dietetics, Physiotherapy, Speech Pathology and Psychology Clinics. The operation of the Clinics are underpinned by our inter-professional approach to research and teaching, supporting a model of evidence based clinical best practice.

The Sterilisation Assistant will be responsible for the preparation and sterilisation of Reusable Medical Devices (RMD's) under direction of the Team Leader – CSSD as well as supporting staff within the broader dental clinic team and students. The Sterilisation Assistant will also contribute to the training and assessment of the Dental Clinic and oral health students.

## 2.0 Eligibility Requirements

- An Australian Dental Assistant qualification or recognised equivalent.
- Certificate III in Sterilisation Services is highly desirable.
- Current CPR/First Aid Certificate from a recognised provider
- Current Queensland Blue Card

## 3.0 Key Responsibilities

- Ensure that items are sterilised in accordance with the Australian Standards.
- Ensure the efficient operation of sterilisation and dispensary to provide seamless support to the L & T and Suites Teams.
- Ensure compliance with workplace health and safety requirements.
- Work under supervision and direction of the Team Leader to ensure the smooth operational running of the Denal Clinic.
- Provide administrative assistance to the Team Leader while maintaining and confidentiality and attention to detail
- Support the L&T, IPP and Reception Team as required.

- Undertake general cleaning of surfaces and equipment to ensure a high standard of cleanliness is maintained and infection control policies and procedures are adhered to.
- Maintain awareness of new developments, new techniques, and undergo appropriate continuing professional development.
- This position may be required to take on other responsibilities, commensurate with the expectations of a role at this level, which contribute to the overall objectives of the work unit as directed by the Team Leader and Dental Clinic Manager.
- Maintain compliance with relevant legislation and University policies and procedures, including equity and health & safety and exhibit good practice in relation to same.
- Support the improvement of Health and Safety and operational processes.
- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act and communicate at all times to reflect fairness, ethics and professionalism.

#### 4.0 Key Capabilities

- Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

To read about some of the non-technical organisation skills for this position, please see the **Leads Self** section of our [Capability Development Framework](#).