Australian Government

ANSTO
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POSITION DESCRIPTION

Position Title:	Quality Control Team Leader
Cluster / Business Unit / Division	Infrastructure and Engineering Services (IES)
Section or Unit:	Asset Maintenance and Workshop – Quality Control
Classification:	Band 6
Job Family:	Engineering and Technical
Position Description Number:	PD-2677
Work Contract Type:	Technical
STEMM/NON-STEMM:	STEMM
STEMM CATEGORY:	Engineering

POSITION PURPOSE

Lead the Quality Control team to provide independent inspection, testing, metrology and quality assurance services that verify manufactured and engineered items conform to approved technical, safety and regulatory requirements. The role provides clear operational leadership, work allocation and governance while sustaining critical technical capability, accreditation and reliable service delivery across ANSTO.

ORGANISATIONAL ENVIRONMENT

ANSTO is a leading global nuclear science and technology organisation delivering world class research and expertise to benefit Australia and support a more sustainable future. Using nuclear science, we improve health, support industries, provide expert advice to government on nuclear technologies and help develop Australia's nuclear workforce.

Infrastructure and Engineering Services enhances and maintains ANSTO's facilities and environments for operational reliability and provides engineering, maintenance, project and technical services supporting research, nuclear operations and business activities at ANSTO sites.

Within Asset Maintenance and Workshop, the Quality Control team operates independently from production activities and provides specialist inspection, measurement, testing, calibration and assurance services for safety-critical and highly regulated manufacturing. The team supports the Engineering Support Workshop, project and engineering teams, nuclear medicine, reactor operations, waste operations and radioactive material transport package activities.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

The role is accountable for the following outcomes:

- Lead the safe, effective and timely delivery of Quality Control services, aligning priorities and resources with approved operational, project and customer requirements.
- Establish and maintain procedures that clearly articulate roles, responsibilities and accountabilities, work allocation, technical authority, escalation pathways and communication arrangements that support professional conduct, continuity and collaborative performance.
- Maintain an independent and risk-based quality control framework that verifies conformance with approved drawings, specifications, acceptance criteria, legislation, licences, codes and standards.

- Provide leadership and oversight of the metrology laboratory, inspection and testing capability, equipment assurance, quality records and associated controlled documentation.
- Sustain NATA accreditation and other applicable quality and regulatory obligations through effective governance, competency management, audit readiness and timely closure of findings.
- Lead the management of non-conformances and quality issues, ensuring appropriate containment, technical review, escalation, disposition, corrective action and organisational learning.
- Develop team capability through coaching, competency assurance, succession planning, knowledge transfer and performance management, including maintenance of authorised signatory capability where required.
- Build effective relationships with workshop, engineering, project, operational, regulatory and external service stakeholders to provide authoritative advice and improve quality, service delivery and customer outcomes.
- Monitor performance, risk and demand, and lead continuous improvement initiatives that strengthen traceability, efficiency, resilience and assurance across the Quality Control function.
- Undertake additional duties as required and during periods of leave of other staff.

Decision Making

The position operates within ANSTO policies, approved technical documentation, resource parameters and applicable quality, safety and regulatory frameworks.

- Determine day-to-day Quality Control priorities, work allocation, sequencing, resource deployment and service responses within agreed plans, delegations and competence requirements.
- Approve or withhold release of work within the position holder's delegated technical authority and competency; ensure matters requiring an authorised signatory or specialist approval are referred to the appropriately authorised person.
- Initiate non-conformance, containment and escalation actions where products, processes, records or test outcomes do not meet requirements, and coordinate resolution with accountable engineering and business stakeholders.
- Provide independent, evidence-based advice and make judgements on quality control methods, acceptance criteria and operational risks within established standards and procedures.
- Consult the Manager Support Workshop on significant regulatory, safety, workforce, customer, reputational or resource matters, and on issues outside delegated technical or financial authority.
- 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

Key challenges for the position include:

- Balancing independent quality assurance with timely delivery of urgent, safety-critical and highly regulated operational and project work.
- Maintaining accreditation, audit readiness, controlled records and technical competence while responding to changing standards, technologies and customer demand.
- Resolving competing technical perspectives and priorities through clear authority, evidence-based decisions and effective escalation.
- Reducing critical-person dependencies and sustaining specialist capability through workforce planning, succession and structured knowledge transfer.
- Improving workflow visibility, responsiveness and customer confidence while protecting the functional independence and integrity of Quality Control decisions.

KEY RELATIONSHIPS

Who	Purpose
Internal	
Manager Support Workshop	• Receive strategic direction and agree priorities, resources, risks and performance expectations. • Provide authoritative advice and escalate significant quality, compliance, workforce and service issues.
Quality Control team	• Provide leadership, work allocation, technical governance, coaching and performance development. • Build a safe, accountable and collaborative team culture.
Engineering Support Workshop, planners and supervisors	• Coordinate priorities, inspection hold points, workflow, quality records, non-conformances and release requirements while preserving QC independence.
Project managers, engineers and operational business units	• Clarify requirements and acceptance criteria, provide advice, communicate results and resolve quality issues affecting delivery.
Engineering governance, quality and assurance functions	• Align systems, standards, audit activity, corrective actions and continuous improvement.
Early Careers Program	• Provide supervision, coaching and direction for ANSTO employees participating in the Early Careers Program.
External	
NATA, regulators and auditors	• Support accreditation, surveillance, technical assessment and demonstration of ongoing compliance.
Specialist suppliers and testing contractors	• Define service and quality requirements, oversee performance and verify suitable evidence of conformance.

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the Engineering Support Workshop Manager
Direct Reports	2 x Senior Mechanical Inspector position(s) 1 x Quality Control Officer position(s) *[Number of positions to be confirmed]*
Indirect Reports	Nil

Financial Data (2025–2026)	
Revenue / Grants	N/A
Operating Budget	[To be confirmed]
Staffing Budget	[To be confirmed]

Capital Budget	N/A
Assets	Metrology laboratory and Quality Control equipment within delegated responsibility

Special / Physical Requirements	
Location:	Lucas Heights; working in different areas of the designated site as needed.
Travel:	May be required to travel to ANSTO or supplier sites from time to time.
Physical:	Office, laboratory and industrial facility requirements, including standing, movement around site, occasional manual handling and wearing prescribed personal protective equipment.
Radiation areas:	May be required to work in radiation areas or where radioactive or hazardous materials are handled under tightly controlled conditions.
Hours:	Willingness to work extended or varied hours, including infrequent after-hours work, based on operational requirements.
Clearance requirements:	Satisfy ANSTO security and medical clearance requirements and obtain and maintain any required federal government clearance.

Workplace Health & Safety	
Specific role/s as specified in AP-2362 of the ANSTO WHS Management System	All Workers Managers / Leaders / Supervisors Contractor Supervisor, where appointed Other specialised roles identified within the guideline that may be allocated in the course of duties

KNOWLEDGE, SKILLS AND EXPERIENCE

Essential requirements for effective performance in the position include:

1. Relevant engineering or technical qualification, such as a Mechanical Engineering Diploma, trade qualification or equivalent combination of formal training and substantial relevant experience.
2. Substantial experience in quality control or quality assurance within an engineering, manufacturing, nuclear, regulated or similarly high-consequence environment.
3. Demonstrated leadership of technical teams, including work planning, performance management, coaching, competency development and constructive resolution of workplace issues.
4. Strong knowledge of inspection, metrology, calibration, testing and non-destructive testing principles, supported by the ability to interpret engineering drawings, specifications, P&IDs and acceptance criteria.
5. Demonstrated understanding of ISO 9001 and ISO/IEC 17025 or ISO/IEC 17020, NATA accreditation and relevant regulatory frameworks, codes and standards. Experience with radioactive material transport package requirements is desirable.
6. Experience maintaining quality management systems, controlled documentation, traceable technical records, audit readiness and effective non-conformance and corrective action processes.
7. Demonstrated ability to make independent, evidence-based quality decisions, manage competing priorities and escalate significant technical, safety, regulatory or operational risks appropriately.
8. Highly developed communication, stakeholder management, negotiation and technical writing skills, with the ability to influence across trades, technical specialists, engineers, project teams, operational leaders, auditors and regulators.
9. Demonstrated commitment to safety, professional integrity, respectful leadership, continuous improvement and the functional independence of quality control.

10. Must be a NATA signatory, or be capable of attaining NATA signatory status through demonstrated technical competence, training, and assessment.

VERIFICATION

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

Line Manager		**Delegated Authority**	
Name:	Bianca Shepherd	Name:	Jacob Payne
Title:	Manager Support Workshop	Title:	Head of Asset Maintenance and Workshop
Signature:		Signature:	
Date:		Date:	