



Candidate Information

Position: Technician
School/Department: Centre for Biomedical Sciences Education
Reference: 22/109679
Closing Date: Monday 18 April 2022
Salary: £28,756 - £33,309 per annum
Anticipated Interview Date: Wednesday 11 and Thursday 12 May 2022

JOB PURPOSE:

To provide an effective and efficient technical service geared to the design, maintenance and servicing of electrical, electronic and mechanical equipment utilised in School teaching and teaching projects and, as directed, relevant research groups across the School of Medicine Dentistry and Biomedical Science and by arrangement across the Faculty of Medicine & Health Sciences.

MAJOR DUTIES:

1. Maintain high standards in quality of work to ensure the safe and efficient operation of all electrical, electronic and mechanical equipment.
2. Design and manufacture complex apparatus/equipment including bespoke and peripheral devices that will allow intricate setups to be established and used in a straightforward manner.
3. Consult with academic staff regarding planning and development of teaching, through the designing of apparatus suitable to interface with specialist equipment and provide specialist know-how and advice to generate ideas/approaches and novel techniques.
4. Support the delivery of teaching throughout the School by contributing to the organisation and planning, particularly with respect to any equipment that is required. To provide rapid solutions to equipment breakdown at these time-sensitive events.
5. Provide specialist technical advice on the up-to-date and future requirements within both the workshop and laboratories regarding specific equipment, apparatus, space etc.
6. Contribute to the development of policies, procedures and plans in all areas to ensure that all legislative and University requirements are met. Monitor requirements within the workshop and contribute to decisions regarding the equipment necessary to provide the service required ensuring that all necessary Health and Safety and University procedures are met.
7. Ensure maintenance work is carried out and equipment performs to the required standard, taking appropriate corrective/follow-up action to ensure effective performance. A significant portion of this work involves design and development to meet specific needs. Be experienced in adapting setups and systems in order to ensure performance is of a required standard and perform appropriate follow-up action in order to confirm optimum, effective and satisfactory performance for the end user.
8. Monitor and maintain the performance of electrical and mechanical equipment including routine testing. Be responsible for the regular application of Portable Appliance Testing (PAT) within the Centre and maintain records of such. Diagnose and rectify faults if possible and when necessary.
9. Ensure that workshop equipment is maintained and fit for purpose and that the necessary resources are sourced and maintained.
10. Manage/supervise junior technical staff to operate electrical and mechanical equipment safely and correctly and to train them to diagnose when that equipment requires servicing or repair. This entails supervision through training, guidance and assistance, mentoring and personal development.
11. Ensure that goals are met through the provision of maintenance, problem solving and construction of various systems and equipment.
12. Ensure the general maintenance/security of workshop and equipment and guarantee that a safe working environment is maintained. Be responsible for workshop safety, through maintenance and monitoring of power tools and the safe usage of all equipment. Play a role in safeguarding the Centre's general working environment, by being a member of the Health & Safety committee.

13. Ensure all costings are budgeted and resources are correctly used.
14. Carry out any other duties which are appropriate to the post and may be reasonably requested by the Supervisor. This may include occasional tasks in other parts of the School/ Faculty by agreement with Chief Technician and Centre Director.

ESSENTIAL CRITERIA:

1. Academic and/or vocational qualifications i.e. HND/HNC Electrical & Electronic Engineering and/or NVQ level 4 in relevant subject (or equivalent)
2. Alternatively a lower relevant qualification plus typically more relevant experience.
3. 4 years relevant work experience to include:
Mechanical workshop experience in the use of lathes, milling machines and other power tools.
Experience of fault-finding on electronic and electrical equipment.
4. Comprehensive technical knowledge and experience of a wide variety of electrical and mechanical equipment.
5. Ability to develop new components/systems to meet the specified requirements for academic staff.
6. Well-developed analytical and problem-solving abilities.
7. Ability to provide routine maintenance of electrical/mechanical equipment.
8. Well-developed understanding of relevant regulations and procedures including Health and Safety requirements.
9. Skills in managing budgets/resources.
10. Well-developed communication skills.
11. Training of staff and students in use of equipment and techniques in area of expertise.
12. Ability to plan and allocate work and responsibilities using discretion to determine priorities and resolve conflicts to meet targets and deadlines.
13. Supervisory skills.
14. Willingness to work in areas involved in human cadaveric storage and dissection and human physiological experimentation.

DESIRABLE CRITERIA:

1. City and Guilds Certification in Portable Appliance Testing.
2. Experience of working with and maintaining equipment used in science laboratories.
3. Experience of carrying-out the regulatory testing of portable appliances.