



## Candidate Information

<b>Position:</b>	Technician
<b>School/Department:</b>	School of Medicine, Dentistry and Biomedical Sciences
<b>Reference:</b>	24/111723
<b>Closing Date:</b>	Monday 8 April 2024
<b>Salary:</b>	£23,607 per annum
<b>Anticipated Interview Date:</b>	Thursday 25 April 2024
<b>Duration:</b>	Available until 31 March 2026

### JOB PURPOSE:

To provide a technical support service to academic and research staff and students.

### MAJOR DUTIES:

1. Record receipt of specimens and goods (reagents, consumables, etc) into the laboratory in accordance with SOPs and policies.
2. Operate and carry out routine maintenance on laboratory equipment as directed. Ensure general laboratory tidiness.
3. Perform regular inventory of stock and monitoring levels of stocks/stores to ensure there is adequate stock at all times for the area.
4. Maintain accurate records of results as required by UKAS and other regulatory bodies, following a clear brief supplied by supervisor, in a manner that will enable them to be accessed and interpreted as required.
5. Maintain sample tracking processes and records and contribute to shipments of samples and reagents as required.
6. Undertake core laboratory tasks such as preparation of solutions, storage of reagents and chemicals and appropriate waste disposal duties under supervision.
7. Comply with Health and Safety procedures affecting self and others.
8. Carry out any other duties which are appropriate to the post as may be reasonably requested by Supervisor.

### ESSENTIAL CRITERIA:

1. Academic and/or vocational qualifications ie 5 GCSE's A-C and/or NVQ level 2 in relevant subject (or equivalent).
2. 1 year's relevant experience to include:
  - At least 6 months working in a busy laboratory or laboratory prep area.
  - Previous experience in laboratory waste disposal and hazardous chemical handling/disposal.
  - Experience of using/maintaining general laboratory equipment.
3. Working knowledge of relevant systems, equipment and processes.
4. Understanding of relevant regulations and procedures including Health and Safety requirements.
5. IT skills.
6. Good communication and interpersonal skills.
7. Ability to develop and demonstrate standard equipment and techniques.
8. Ability to prioritise within own work schedule.
9. Problem solving skills.
10. To participate in appropriate rotas as required, outside normal working hours.

### DESIRABLE CRITERIA:

1. Experience with clinical sample receipt or processing.