

## Candidate Information

<b>Position:</b>	Senior Technician
<b>School/Department:</b>	School of Biological Sciences
<b>Reference:</b>	25/112437
<b>Closing Date:</b>	Monday 24 March 2025
<b>Salary:</b>	£33,785 to £38,765 per annum
<b>Anticipated Interview Date:</b>	Thursday 3 April 2025
<b>Duration:</b>	Permanent - Full Time

### JOB PURPOSE:

Act as a Senior Technician in the School of Biological Science in the Sustaining Ecosystems and Biodiversity (SEB) Research Theme with the responsibility for managing fieldwork and associated multifunctional research laboratories, associated space and select items of shared equipment.

This post is responsible for planning the resource needs and facilitating the day-to-day operation of general field and laboratory facilities and associated equipment, health and safety procedures and related activities.

### MAJOR DUTIES:

1. Organise and oversee the general day-to-day operation of a set of general and specialised field research and laboratories in the Sustaining Ecosystems and Biodiversity (SEB) Research Theme including outdoor survey, environment-controlled, and behavioural observation, research facilities.
2. Organisation of and residential attendance on undergraduate field courses, and postgraduate day trips, where it is necessary to accompany students and provide technical support and/or additional specific expertise for teaching and demonstrating. Field work organisation involves many aspects including obtaining site access permissions, provision of transport, booking and allocation of accommodation, provision and maintenance of equipment, organisation of medical and dietary requirements etc. as necessary.
3. Responsible for the collection of terrestrial, freshwater and marine plant and animal specimens for use within SEB and undergraduate/postgraduate laboratories.
4. Ensure proper care and maintenance of specialised laboratories, associated equipment and infrastructure.
5. To diagnose and rectify faults in research equipment, and organise repair as necessary.
6. Monitor and maintain a safe working environment to ensure that Health and Safety procedures and relevant legal requirements are met. Ensure compliance and adherence to Health and Safety procedures. Conduct inspections, document and record findings/solutions for safety audit purposes. Undertake the role of COSHH supervisor etc.
7. Undertake, monitor and ensure compliance checking of Risk Assessments as required.
8. Arrange and manage ordering of equipment and consumables, monitor their use and provide detailed estimates to facilitate forward planning of maintenance costs, research budgets and field/laboratory work within the area.
9. Liaise with suppliers, including obtaining quotes, liaising with purchasing/procurement, assisting with formal tendering processes and supporting the clerical team to ensure timely completion of financial records/procedures.
10. Develop and maintain complex technologies and provide technical expertise to support a broad range of research techniques relevant to area.
11. Liaise with Technicians responsible for other research areas of the School and to be aware of facilities, technologies, equipment etc. available elsewhere in the School.
12. Provide technical supervision and/or line management of junior technical staff. Deliver student field/lab induction and safety training sessions as required, ensuring all researchers receive the appropriate information and training. Provide training for researchers on selected items of research equipment, as agreed by the Research Theme Leader or Co-lead.

13. Maintain appropriate records of materials, stocks and equipment and ensure comprehensive documentation is maintained for audit purposes, e.g. relating to safety checks, protocols, Health and Safety checklists, risk assessments, COSHH forms etc.
14. Delegated responsibility for the equipment registry for the Sustaining Ecosystems and Biodiversity (SEB) Research Theme. Responsible for undertaking regular reviews of inventory for school records and auditing purposes.
15. Assist with the setting up in the undergraduate teaching laboratories if required and responsible for supporting postgraduate taught (PGT) and postgraduate research (PGR) students within the Sustaining Ecosystems and Biodiversity Research Theme area.
16. Ensure a culture of good field/laboratory practice with an ethos of team-work, collegiality and support for all complying with QUB Core Values.
17. Endeavour to adopt and advise on best practice in achieving sustainable field and laboratories practices through the adoption of environmentally friendly, green approaches, reducing the use of disposable plastics and identifying new ways to reduce the overall carbon footprint of our research.
18. Undertake any other reasonable duties within the general ambit of the post.

**ESSENTIAL CRITERIA:**

1. Academic and or vocational qualifications i.e. HNC/HND, NVQ level 4 or equivalent standard in a relevant subject (Biological Sciences, Environmental Biology, Ecology, Zoology or Marine Biology or other explicitly related subject area). OR, Substantial relevant experience working in a multi-functional research and/or teaching environment within the above listed disciplines. AND, Driving licence.
2. At least 4 years recent work experience in a multi-functional research and/or teaching environment to include:
  - Provision of technical support;
  - Demonstrable working experience of biological-related field work;
  - Significant oversight of multi-functional laboratory;
  - Practical experience of liaising with staff and/or students
  - Experience of health and safety procedures relevant to the post;
  - Competence in the use and care of a range of field and/or laboratory equipment and processes.
  - Provision of training in the use of equipment and techniques in a relevant area.
3. Well-developed oral and written communication skills.
4. Ability to train persons in use of equipment and techniques in relevant area(s) of expertise.
5. Ability to provide oversight of field workers and laboratory users.
6. Self-motivated, industrious and committed to fulfilling the aims of the School.
7. Ability to work without supervision.
8. Ability to maintain confidentiality regarding sensitive research and/or provision of sensitive pastoral care to students.
9. Flexibility to work the hours required for the job (including field work).
10. Occasional work outside normal hours as required including residential attendance of field courses.

**DESIRABLE CRITERIA:**

1. Degree level qualification (or equivalent) in a relevant area (see those listed in essential criteria).
2. D1 driving license.
3. Experience of providing health and safety guidance and advice to students and/or staff.
4. Demonstrable experience in outdoor working environments including planning and coordination of fieldwork, sample or data collection.
5. Experience of collection of biological material from the field and species taxonomic identification.
6. Experience in the development and or/implementation of standard operating procedures.
7. Experience in the adoption of sustainable laboratory practices such as the move towards green laboratories.

**ADDITIONAL INFORMATION:**

Informal enquiries may be directed to Angelina Madden at [a.f.madden@qub.ac.uk](mailto:a.f.madden@qub.ac.uk)