

## JOB DESCRIPTION

<b>Job Title:</b> Laboratory Technician	<b>Band 4:</b> £22,681 to £24,533 per annum <i>Opportunity to progress to £25,742</i>
<b>School:</b> Science and the Environment	
<b>Department:</b> Biological Sciences	
<b>Reporting directly to:</b> Chief Technician	
<p><b>Other Contacts:</b></p> <p><b>Internal:</b> Technical support team, students, academic staff, PAS, campus services, facilities.</p> <p><b>External:</b> Applicants, school groups, service engineers.</p>	
<p><b>Main Duties*:</b></p> <ol style="list-style-type: none"> <li>1. To work as part of a team of Technicians supporting all areas of the School when necessary.</li> <li>2. To prepare, calibrate and maintain resources and equipment for timetabled teaching and research activities (e.g. solutions, consumables, equipment, instrumentation, live and sterile cultures, materials).</li> <li>3. To prepare laboratories for teaching and research activities and clear away after, ensuring that the working environment is kept tidy and in safe working order in accordance with statutory health and safety and other relevant legislation, and University guidelines.</li> <li>4. To demonstrate experimental techniques, procedures, methods, and equipment (e.g. microscopes, pipetting, gel electrophoresis) to students during practical teaching sessions to ensure good laboratory practice is adhered to and aid the learning process.</li> <li>5. To record all equipment faults promptly and accurately and notify the appropriate team member where follow-up action is required.</li> <li>6. To monitor consumable stock levels and liaise with Chief Technician to replenish.</li> <li>7. To ensure health and safety procedures are followed and standards are met in laboratories and stores (e.g. preparing risk assessments, following COSHH regulations).</li> <li>8. To support recruitment and widening participation events run by the School.</li> <li>9. Maintain personal and professional development to meet the changing demands of the job; participate in appropriate training activities and encourage and support staff in their development and training.</li> <li>10. Take steps to ensure and enhance personal health, safety, and well-being and that of other staff and students.</li> </ol>	

11. Carry out these duties in a manner that promotes equality of opportunity and supports diversity and inclusion and takes into account the University's commitment to environmentally sustainable ways of working.

\*The above does not represent an exhaustive list of duties associated with this role.