Job Description – STEM Research Technician (Physical Sciences)

About the Role

To provide technical support to the laboratories in the School of Physical Sciences.

Key Responsibilities

1. Responsible for proactive and reactive health and safety support. This will involve:
   - Supporting laboratory users to complete risk assessments and carrying out risk assessment reviews.
   - Carrying out laboratory inspections and communicating actions that arise to the Laboratory Manager and technical support team.
   - Assisting with the design and implementation of laboratory safety devices and features.
   - Liaising with specialist safety advisors, keeping records of chemical inventory, and coordinating the correct storage and disposal of hazardous substances.
   - Responsibility for induction, training and supervision of staff and students and to provide training including health and safety, lab techniques and the use of equipment.
   - Writing or contributing to reference documents for health and safety procedures.

2. Assists with laboratory maintenance to include troubleshooting and maintaining equipment, maintaining a safe and clean laboratory environment, liaising with Estates personnel and contractors.

3. Performs administrative duties to support technical operations such as inventories, standard operating procedures, codes of practice and guidance notes for relevant laboratory procedures.

4. Assists with the design and implementation of experimental research equipment.

5. Contribute a range of skills to the core team in order to support research, teaching and commercial projects.

6. Undertake other activities proportional to the grade as required.

Other Duties

All staff are expected to:

7. Keep skills up to date and attend appropriate staff development events.

8. Comply with the University’s Health and Safety and Equal Opportunities policies in the performance of their duties.

9. Have a strong commitment to the principles and practice of equality and diversity.
Person Specification

Skills and Experience

Essential

- A degree or equivalent in a relevant scientific subject.
- Demonstrable understanding of health and safety in the context of scientific research.
- Experience of working in a research laboratory or similar environment, including evidence of relevant professional training.
- Excellent IT skills and experience with data handling and office software.
- Effective organisational skills and attention to detail with the ability to work independently and prioritise tasks to cope with conflicting demands and deadlines.
- Ability to use initiative in a proactive manner.
- Ability to communicate well with people at all levels, both verbally and in writing.
- Evidence of the ability to solve problems, using information from a variety of sources to aid analysis and make timely decisions.
- Flexible, adaptable and responsive to changing duties and working practices.
- Ability to work under pressure and to agreed timescales and within delivery standards.
- The ability to work well as part of a team.
- Commitment and enthusiasm for equal opportunities.

Desirable

- A qualification in a physical sciences related subject.
- NEBOSH qualification
- Applicants should have or be working towards professional registration RSciTech, RSci or CSci
- Experience of physical sciences research.
- Experience of laboratory inspection and/or auditing.
- Training and supervision skills