



UNIVERSITY OF LEEDS

## CANDIDATE BRIEF

Laboratory Technician, School of Geography, Faculty of Environment



**Salary: Grade 3 (£17,079 – £18,688 p.a.)**

**Reference: ENVGE1094**

**Closing date: 17 July 2019**

**Fixed-term for 12 months (Due to external funding)**

**We will consider job share and flexible working arrangements**

## Laboratory Technician, School of Geography, Faculty of Environment

**Do you have an aptitude for science and in particular working in a laboratory environment? Do you want to begin your career as a technician in one of the top Universities in the country?**

We are looking for an assistant, eager to start their career as a Laboratory Technician. You will be based in the School of Geography research and teaching laboratories, where our experienced technicians will train you on all duties in the preparation and analysis of soil samples.

On completion of your project you will have an ideal skill set to go on to a successful career as a technician, having learnt several disciplines associated with working in a laboratory environment.

### **What does the role entail?**

As a Laboratory Technician your main duties will include:

- Taking responsibility for the preparation of soil samples: sieving and grinding soil using mechanical mills;
- Analysing of soil; moisture content, pH, and loss on ignition;
- Undertaking the routine operation of chemical analysis equipment;
- Being responsible for the routine calibration and maintenance of equipment;
- Maintaining records of consumable levels and equipment to ensure an acceptable level;
- Being responsible for the safe disposal of hazardous waste within the specified guidelines;
- Taking part in regular team meetings with technicians;
- Working in accordance with health and safety procedures, hazard, risk, COSHH assessments and local policies and procedures;
- Undertaking manual handling of laboratory equipment, using correct manual handling processes;
- Engaging fully with the learning during the course of your day-to-day role.



These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

## What will you bring to the role?

As a Laboratory Technician you will have:

- 5 GCSEs grade A\*-C (or equivalent qualifications) including Mathematics and English, plus either Science or Combined Science subjects, gained by the time of taking up the role;
- Evidence of an aptitude for laboratory work, with an interest in biological and/or chemical subjects and a willingness to learn new skills in this area;
- Good interpersonal and verbal and written communication skills;
- Developed organisational skills with the ability to complete tasks within set time frames;
- The ability to work proactively and independently, and also as part of a wider support team;
- A high level of accuracy and attention to detail;
- Excellent IT skills (particularly Microsoft packages);
- The ability to perform manual handling duties, for example as required to move laboratory equipment.

You may also have:

- Experience of working effectively and efficiently in a professional team environment.

## How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.



## Contact information

To explore the post further or for any queries you may have, please contact:

[Rachel Gasior](#), Laboratory Manager

Tel: +44 (0)113 343 3314

Email: [R.L.Gasior@leeds.ac.uk](mailto:R.L.Gasior@leeds.ac.uk)

## Additional information

### Working at Leeds

Find out more about the benefits of working at the University and what it is like to live and work in the Leeds area on our [Working at Leeds](#) information page.

### Candidates with disabilities

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at [disclosure@leeds.ac.uk](mailto:disclosure@leeds.ac.uk).

## Criminal record information

### Rehabilitation of Offenders Act 1974

A criminal record check is not required for this position. However, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.

Any offer of appointment will be in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

