



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Apprentice Electronics Engineering Technician, Faculty of Engineering



Starting salary: £16,460 p.a.

Reference: ENGFO1138

The successful candidate will be required to start work by the week commencing 9th September 2019 at the latest, due to the requirements of the college course

Apprentice Electronics Engineering Technician

Faculty of Engineering

Do you have an aptitude for and an interest in electronics? Do you want to begin your career as a technician in one of the top Universities in the country?

We are looking for an apprentice, eager to start a career as an electronics engineering technician.

As part of our apprenticeship technical training scheme you will receive hands on training within our workshops, and be placed on an appropriate electronics engineering apprenticeship course at levels 2 and 3, offered by a Bradford college. You will be mentored by our electronics workshop manager. On completion of your training you will have an ideal skill set to go on to a successful career as a technician, having learnt several disciplines of electronics engineering, manufacture and assembly.

What does the role entail?

As an Apprentice Electronic Engineering Technician, your main duties will include:

- Maintain and repair the electrical and electronic components and equipment used in any device;
- Design and manufacture of Printed Circuit Boards (PCB)
- Using conventional hand tools eg soldering iron, hot air gun, hand drill, dremel, multi tool, etc;
- Portable Appliance Testing of equipment and keeping appropriate records;
- Assembling, commissioning and testing of any electronic equipment ;
- Assisting academic staff and senior technicians in the design of research and teaching equipment;
- 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 and movement of gas cylinders, using correct manual handling processes;
- Engaging fully with the relevant training courses for the apprenticeship and actively engaging in 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 an Apprentice Electronic Engineering Technician, you will have:

- 5 GCSEs grade A*-C (or equivalent qualifications) including Mathematics and English, plus either Science or Design Technology subjects;
- Evidence of an aptitude for mechanical and electronic engineering, with an interest in electronics engineering subjects and technology and a willingness to learn new skills in this area;
- Good interpersonal and verbal and written communication skills;
- The ability to read and interpret electrical / electronic drawings;
- 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;
- Excellent IT skills (particularly Microsoft packages);
- The ability to perform manual handling duties, for example as required to move laboratory equipment.

Acceptance to this position is subject to both a College and University assessment process. Due to the requirements for the apprenticeship course, **we cannot appoint anyone to this position who has a qualification in the field of electronic engineering at level 2 or above**, or an equivalent qualification.

How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information. 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:



[Peter Thompson](#), Technical Officer

Tel: +44 (0) 113 343 2471

Email: P.R.Thompson@leeds.ac.uk

Additional information

Course attendance

This apprenticeship will involve attendance on courses relevant to the role. Time at college will be on a day release basis. Course work and any additional study required will be undertaken in your own time.

Working at Leeds

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

Faculty Information

Further information is available on the research and teaching activities of the [Faculty of Engineering](#).

A diverse workforce

The Faculty of Engineering is proud to have been awarded the [Athena Swan Silver Award](#) from the Equality Challenge Unit, the national body that promotes equality in the higher education sector. Our [equality and inclusion webpage](#) provides more information.

The Faculty of Mathematics and Physical Sciences is proud to have been awarded the [Athena SWAN Bronze Award](#) from the Equality Challenge Unit, the national body that promotes equality in the higher education sector. Our [equality and inclusion webpage](#) provides more information.

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.



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](#).

