



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Assisted Reproduction Laboratory Technician, Faculty of Medicine and Health



Salary: Grade 6 (£27,025 – £32,236 p.a.)

Reference: MHL1190

Closing date: 28 August 2019

Full time 35 hours per week

Interviews will be held on Thursday 12 September 2019

Assisted Reproduction Laboratory Technician

Faculty of Medicine and Health

Leeds Institute of Cardiovascular & Metabolic Medicine

Can you provide technical support for research-led, laboratory-based teaching and do you have extensive laboratory experience which include specialist skills in Assisted Reproduction Technology.

You will provide high quality laboratory-based teaching support to postgraduate students undertaking a higher degree in Clinical Embryology and Assisted Reproduction Technology. You should hold a degree in a biomedical or biological science which is supported by extensive laboratory experience and a broad technical skill base relevant to assisted reproduction technologies (ARTS), microscopy, gamete and embryo harvesting and culture, metabolomics and molecular biology.

You must also have the ability to manage time effectively, adhere to deadlines and display effective interpersonal and communication skills when working as part of a team.

What does the role entail?

As an Assisted Reproduction Laboratory Technician, your main duties will include:

- Responsibility for planning, organising and problem solving for a programme of laboratory practicals to ensure that laboratory-based ART teaching and skills training goals are delivered according to an agreed timetable;
- Performing reproductive technologies involving the harvesting, culture and micromanipulation of oocytes, in vitro maturation oocytes, sperm preparation, IVF and embryo culture; bright field and dark field microscopy; and assays of gamete and embryo quality.
- Being proficient in the use of specialist equipment for laboratory-based teaching in ART and provide effective specialist laboratory-based technique training to postgraduate and undergraduate students, as required.
- Procurement, creation and cryopreservation of gametes, embryos and gonadal tissues for teaching, including collection of tissue from local abattoir and animal breeding companies.
- Ensuring purchasing compliance on behalf of laboratory-based postgraduate



teaching with responsibility for purchasing including using the Leeds central purchasing database (SIPR) and Science Warehouse, order tracking and good receipting and preparation of quotations.

- Ensuring the efficient day-to-day running of the specialised teaching laboratories by taking responsibility for planning, ordering and maintaining stores of consumable and equipment used for laboratory-based teaching, disposal of tissue waste.
- Good time management skills and ability to adhere to deadlines. Organising and maximising time to accommodate experiments conducted during student practicals sessions. Producing plans of practical sessions and ensuring practicals are completed within working hours.
- Providing verbal and written explanations to postgraduate students in practical sessions and advise on the application of specialist ART techniques and equipment to other staff and students.
- Liaising effectively and pro-actively maintaining contacts with colleagues across different laboratories and academic units within the institute and ensure that information is cascaded appropriately to other laboratory-based workers;
- Willingness to prepare, collate and present data to other members of the programme management team and attend teaching and research meetings.
- Ensure compliance with all relevant Health and Safety legislation in teaching laboratories, including arrangement of training for staff (at all levels), preparation of appropriate documentation on safety as required
- Effective communication and interpersonal skills with the ability to deal with staff and students of all levels on a daily basis.

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 Assisted Reproduction Laboratory Technician you will have:

- Minimum Diploma / Degree or equivalent, in a biomedical or reproductive science ;
- Experience of assisted reproductive technologies, clinical embryology and/or andrology techniques and ability to carry out intricate microscope work.
- Willingness to work with abattoir-derived animal tissues.



- Proven ability to design and undertake a programme of laboratory practicals and related teaching support activities;
- Effective practical skills at the laboratory bench and familiarity with safety regulations;
- Able to provide specialist technical input into the development of laboratory-based protocols and standard operating procedures.
- Experience of developing and writing and laboratory protocols
- Computer skills including the experience of using spread sheets, data analysis and graphics programmes.
- Good written and verbal communications skills;
- Good time management skills and ability to adhere to deadlines;
- A capacity to work effectively both individually and as part of a team;
- Ability to show initiative and judgement to resolve problems;

You may also have:

- Experience of training students in assisted reproduction technologies
- Experience of training students in micromanipulation
- Knowledge of University systems

You will report to Professor Helen Picton, Professor of Reproduction and Early Development

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:

Professor Helen Picton, Professor in Reproduction and Early Development

Tel: +44 (0)113 343 7817

Email: h.m.picton@leeds.ac.uk



Additional information

Find out more about the [Faculty of Medicine and Health](#)

Find out more about [Leeds Institute of Cardiovascular and Metabolic Medicine \(LICAMM\)](#).

Find out more about [Athena Swan](#) in the Faculty.

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.

Security checks

Appointment to this post will be subject to appropriate security checks being carried out with your permission by a third party company.

Criminal record information

Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975

This post requires a basic criminal record check from the Disclosure and Barring Service (DBS), and any equivalent overseas authorities where relevant. The successful candidate will be required to give consent for the University to check their criminal record status. All applicants are required to make a self-declaration where applicable.

Any offer of appointment will be subject to the University being satisfied with the outcome of these checks, in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.



