



UNIVERSITY OF LEEDS

Laboratory Technician, Faculty of Medicine and Health



Salary: Grade 4 (£19,612 – £22,417 p.a.)

Reference: MHLRM1123

**Closing date: 20 November 2019 Interviews will be held on
Wednesday 27 November 2019 at Chapel Allerton Hospital
Maternity cover for up to 12 months**

Laboratory Technician

School of Medicine, Leeds Institute of Rheumatic & Musculoskeletal Medicine

Can you provide technical support to clinical research studies? Do you have excellent analytical, organisational and time-management skills? Do you want to be part of a world leading research team?

Due to the number of clinical trials supported by the University Research Labs based at Chapel Allerton Hospital, this new technical post is required to help log, process and catalogue clinical blood and/or tissue samples. This will involve liaising and coordinating with several members of the multidisciplinary team including appropriate medical and nursing staff.

You will have previous laboratory experience (research or routine) and tissue handling experience. You will also have excellent interpersonal and communication skills and ability to organise own work to meet set deadlines. The post is available to start immediately.

What does the role entail?

As a Laboratory Technician, your main duties will include:

- Isolating and storing cells/serum/plasma/urine/DNA from patients' blood and tissue samples (may include attendance in theatre to collect fresh samples when necessary) from different rheumatology clinics for both in-house and commercial research (the Institute may participate in 30-35 studies concurrently) in compliance with Human Tissue Act (2004) regulations; this will involve liaising/coordinating with several members of the multidisciplinary team;
- Cataloguing samples both physically in appropriate storage conditions and electronically via updating/maintaining database tracking of samples. This will include the use of sample tracking software for compliance with Human Tissue Act and the Data Protection (1998) Act;
- Prioritising processing of samples in order to maintain their integrity and to reduce pre-analytical error;
- Being flexible in order to ensure the lab is manned when clinics are operating which may require working on University holidays;



- Liaising with medical and nursing staff to coordinate processing of samples from all clinical studies;
- Tracking and recording entry and exit of samples into and out of the laboratory using computer based tracking;
- Attending group, departmental and Institute meetings as required by the PI;
- Maintaining a clean, tidy and safe environment in the laboratories and office;
- Assisting with other laboratory techniques as required;
- Where appropriate, assisting others with the use of pieces of equipment according to standard operating procedures;
- Answering infrequent out-of-hours calls regarding freezer monitoring;
- Ensuring that you are familiar and comply with departmental safety procedures including the Control of Substances Hazardous to Health (COSHH).

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.

You will occasionally be required to work outside normal working hours according to the needs of the projects and occasionally at different labs within the Institute (based at St James' University Hospital).

What will you bring to the role?

As a Laboratory Technician you will have:

- Laboratory experience (research or routine);
- Effective interpersonal and communication skills;
- Experience in tissue handling;
- Previous experience working with complicated data, including the ability to record data with a high level of accuracy;
- The ability to work unsupervised and also work effectively as part of a research team;
- Excellent time management and organisational skills;
- Evidence of working flexibly to meet the needs of the business, and able (if needed) to work across sites Chapel Allerton Hospital(CAH) and St. James's University Hospital (SJUH);
- Evidence of an ability to organise your own work to meet deadlines;



- Computing skills particularly for spreadsheet management, word processing and electronic mail;
- An awareness of Health and Safety requirements within a laboratory.

You may also have:

- A relevant degree in a life science discipline degree;
- Experience in using databases and bar coding software;
- Experience of Human Tissue and Data Protection Acts;
- Previous experience assisting others in the use of equipment according to standard operating procedures;
- Professional registration or be willing to work towards registration.

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 **closing date**

Contact information

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

Dr Stephen Rose, Institute Business Manager

Email: S.A.Rose@leeds.ac.uk

Additional information

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

Find out more about [Athena Swan](#) in the Faculty of Medicine and Health.

Find out more about our [Institute](#).

Find out more about our [Research and associated facilities](#).

You will report to Diane Corscadden, Laboratory Manager.



Working at Leeds

You can find out more about our generous benefits package and more about what it is like to work at the University and live 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.

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 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](#).

