



UNIVERSITY OF LEEDS

## CANDIDATE BRIEF

**Experimental Officer in the Leeds Nanotechnology Cleanroom,  
Faculty of Engineering and Physical Sciences**



**Salary: Grade 7 (£38,205 – £45,585 p.a.)**

**Reference: EPSEE1130**

**Closing date: Wednesday 09 October 2024**

**Fixed term for up to 30 months**

**We are open to discussing flexible working arrangements**

## **Experimental Officer in the Leeds Nanotechnology Cleanroom, School of Electronic and Electrical Engineering, Bragg Centre for Materials Science.**

**Are you interested in working as a highly trained micro-fabrication specialist? Do you want to further your career in one of the UK's largest University Cleanrooms? Are you interested in working with academics, SMEs, and industry?**

We seek an Experimental Officer in cleanroom fabrication techniques to join our highly skilled team in the new, ~800m<sup>2</sup> Leeds Nanotechnology Cleanroom ([www.cleanroom.leeds.ac.uk](http://www.cleanroom.leeds.ac.uk)). The position is for a fixed term position of 30 months, subject to meeting probationary requirements.

You will join a team which supports in excess of £15M of semiconductor cleanroom equipment, accessed by industry and academics. Your primary responsibilities will include developing standard operating procedures and providing user training, alongside operating and maintaining a broad range of specialist cleanroom equipment. You will also be responsible for promoting the wider cleanroom capabilities at conferences and trade fairs, engaging with external academics and SMEs, and developing new collaborations and opportunities.

You will join our expert team three EOs and facility technician in an active research facility that currently supports >30 internal users, 15 SMEs and >20 external academics, based both in the UK and internationally. Your comprehensive training will allow you to develop and support whole process-chains and will give you the confidence to develop new processes and fabrication techniques.

You will have either 1) a degree in physics, engineering, or a related discipline with, ideally, a PhD with skills in cleanroom processing / microfabrication, or 2) extensive, relevant industrial experience. You must have excellent interpersonal skills, a proactive approach to problem solving, and be comfortable interacting day-to-day with academics of all career stages, students, and commercial partners.





## What does the role entail?

As an Experimental Officer, your main duties will include:

- Fabricating devices and developing processes to support our researchers, including for one of the largest Terahertz research laboratories in Europe;
- Contributing to the training of both undergraduate and postgraduate students, and postdoctoral researchers in cleanroom processing, including assisting with the direct supervision of undergraduate projects that require microfabrication;
- Operating equipment and supporting equipment use, including developing and writing standard operating procedures, technical troubleshooting and user support;
- Maintaining equipment and the wider facility, including performing preventative maintenance and in-house repairs where appropriate, alongside conducting regular performance checks, inspections of plant and ancillary equipment, and liaising with contractors/ facilities directorate for repairs and servicing;
- Marketing the Leeds Nanotechnology Cleanroom and its capabilities, including liaising with external academics and industry to develop new collaborations;
- Supporting the prioritisation of new equipment purchases, including working with the wider user-base to identify bottlenecks or missing capability;
- Supporting equipment purchases, including contributing to grant applications, preparation of tender documents, and participation in equipment tenders;
- Supporting equipment installation, including identifying and specifying required services, sourcing specialist contractors and arranging facilities access;
- Contributing to the wider cleanroom management, including through process-scheduling, document preparation (e.g., risk assessments, CoSHH, SOPs, equipment tenders, marketing material) and chairing user group meetings;
- Evaluating methods and techniques used by other fabrication specialists to maintain cutting-edge standards in the cleanroom;
- Offering knowledge transfer to other fabrication facilities and/or SMEs developing new processes;
- Supporting the preparation of papers for publication in leading international journals and disseminating research results at conferences;
- Working both independently and as part of a larger team of cleanroom support staff to support the cleanroom user base;
- Maintaining your own continuing professional development and acting as a mentor to less experienced colleagues.



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 Experimental Officer, you will have:

- At least either 1) a degree in physics, engineering or a related discipline, and ideally a PhD with practical cleanroom processing experience, or 2) relevant, extensive industrial experience;
- A good understanding of the underlying principles of microfabrication;
- Strong verbal communication skills, including presentation skills, required for liaising with companies and academics at all career stages, for communicating with undergraduates and post-graduates, and for working as part of a team;
- Excellent written communication skills for contributing to writing papers, funding applications and marketing material;
- Excellent practical problem-solving skills, for example, for troubleshooting equipment;
- A strong desire to learn new fabrication skills and to support the wider cleanroom activities;
- Good time management and planning skills, with the ability to meet tight deadlines and work effectively under pressure;
- Proven ability to manage competing demands effectively, responsibly and without close supervision;
- A proven ability to work well both individually and in a team;
- A strong commitment to your own continuous professional development;
- An interest in outreach and promoting the Leeds Nanotechnology Cleanroom.

You may also have:

- Experience or understanding of epitaxial growth techniques, and/or device/material characterisation;
- Good general IT competency.



## 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:

**[Dr Christopher Wood](#)**, Manager of the Leeds Nanotechnology Cleanroom

Tel: +44 (0)113 343 8335

Email: [C.D.Wood@leeds.ac.uk](mailto:C.D.Wood@leeds.ac.uk)

## Additional information

### Faculty and School Information

Further information is available on the research and teaching activities of the [Faculty of Engineering & Physical Sciences](#), the School of [Electronic and Electrical Engineering](#), and the [Leeds Nanotechnology Cleanroom](#).

### A diverse workforce

As an international research-intensive university, we welcome students and staff from all walks of life and from across the world. We foster an inclusive environment where all can flourish and prosper, and we are proud of our strong commitment to student education. Within the Faculty of Engineering and Physical Sciences we are dedicated to diversifying our community and we welcome the unique contributions that individuals can bring, and particularly encourage applications from, but not limited to Black, Asian and ethnically diverse people; people who identify as LGBT+; and people with disabilities. Candidates will always be selected based on merit and ability.

The Faculty of Engineering and Physical Sciences are 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.





## Working at Leeds

We are a campus based community and regular interaction with campus is an expectation of all roles in line with academic and service needs and the requirements of the role. We are also open to discussing flexible working arrangements. To find out more about the benefits of working at the University and what it is like to live and work in the Leeds area visit our [Working at Leeds](#) information page.

## Information for disabled candidates

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

## Salary Requirements of the Skilled Worker Visa Route

**Please note** that this post may be suitable for sponsorship under the Skilled Worker visa route but first-time applicants might need to qualify for salary concessions. For more information, please visit: [www.gov.uk/skilled-worker-visa](http://www.gov.uk/skilled-worker-visa).

For research and academic posts, we will consider eligibility under the Global Talent visa. For more information, please visit: <https://www.gov.uk/global-talent>.

