



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Technician, School of Geography, Faculty of Environment



Salary: Grade 4 (£25,148 - £26,642 p.a. depending on experience)

Reporting to: Rachel Gasior, Laboratory Manager

Reference: ENVGE1265

Fixed term - 12 months to complete a specific task

Location: On Campus

We will consider job share / flexible working arrangements

Technician, Faculty of Environment, School of Geography

Overview of the Role

Are you enthusiastic, well organised and versatile with a passion for science? Do you have experience in working in a laboratory environment and want to use your skills to support our research laboratories? Do you want a technical career at one of the top Universities in the country?

We would like you to join our technical team offering research support within our geography laboratories, where our experienced technicians will train you on all duties in the preparation and analysis of soil samples using a variety of techniques and instruments.

We are looking for a professional proactive Laboratory Technician, based on campus 5 days per week, to join our technical team offering research support within our geography laboratories.

You will have a BTEC Higher or equivalent in Geography, Chemistry, Physics, Engineering or related science, or equivalent experience working in a scientific research environment. You will have a good understanding of chemical hazards, safe handling and disposal, with the ability to work safely and maintain high laboratory housekeeping standards. You will undertake routine maintenance of equipment relevant to the research and assist with research project activities, including maintenance of stocks and consumables. In addition, you will also have good organisational and communication skills, and the ability to work on your own initiative and as part of a team.

Main duties and responsibilities

As a 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 operation, routine calibration and maintenance of equipment
- Under direction, perform experiments or other tasks in accordance with the aims and objectives of the work area, raising any issues with senior staff;
- Work effectively with staff and students, providing technical advice in relation to the work area and techniques used;
- Understand, promote and apply relevant COSHH/risk assessments and departmental health and safety protocols ensuring procedures are followed at all times;
- Maintain accurate records of work undertaken, using appropriate IT software;
- Assist with general administrative tasks associated with the operation of the work area;
- Assist with purchasing including ordering and distributing goods, including collecting from delivery points. Maintain general tidiness throughout the labs. To actively demonstrate a commitment to professional development by continuing to advance knowledge, understanding and competencies.

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.

Qualifications and skills

Essential

As a technician, you will have:

- A BTEC Higher qualification or equivalent in Geography, Chemistry, Physics, Engineering or related area, or equivalent experience working in a scientific research environment.
- The Ability to perform practical tasks to a consistently high standard with attention to detail;
- Good organisational and time management skills.
- Good IT skills including a working knowledge of Microsoft Office;
- Knowledge of relevant safety regulations & procedures, for example COSHH and risk assessment;
- The ability to work on own initiative and as part of a team;
- A dependable, reliable and self-motivated approach;
- Experience, skill, and capability in dealing with manual handling activities;



- Good interpersonal skills and the ability to communicate effectively with staff & students.

Desirable:

You may also have:

- A degree in a scientific/engineering discipline.
- Experience of working effectively and efficiently in a professional team environment.

Additional information

Please note: If you are not a British or Irish citizen, from 1 January 2021 you will require permission to work in the UK. This will normally be in the form of a visa but, if you are an EEA/Swiss citizen and resident in the UK before 31 December 2020, this may be your passport or status under the EU Settlement Scheme.

Grade 4 - This role is not eligible for Skilled Worker visa sponsorship. Information on other visa options is available at: <https://www.gov.uk/browse/visas-immigration/work-visas>

Find out more about the [Faculty of Environment](#)

Find out more about the [School of Geography](#)

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

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



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.

Our University

At the University of Leeds, we are committed to providing a culture of inclusion, respect and equity of opportunity that attracts, supports, and retains the best students and staff from all backgrounds. Whatever role we recruit for we are always striving to increase the diversity of our community, which each individual helps enrich and cultivate. We particularly encourage applications from, but not limited to Black, Asian, those who belong to a minority ethnic community; people who identify as LGBT+; and disabled people. Candidates will always be selected based on merit and ability.

The Faculty of Environment has received a prestigious Athena SWAN silver award from [Advance HE](#), the national body that promotes equality in the higher education sector. This award represents the combined efforts of all schools in the Faculty and shows the positive actions we have taken to ensure that our policies, processes and ethos all promote an equal and inclusive environment for work and study.

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

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.

