



## Candidate Information

<b>Position:</b>	Marine Laboratory Technician (Maternity Cover)
<b>School/Department:</b>	Biological Sciences
<b>Reference:</b>	20/108432
<b>Closing Date:</b>	Monday 30 November 2020
<b>Salary:</b>	£24,461 to £28,331 per annum
<b>Anticipated Interview Date:</b>	Wednesday 9 December 2020
<b>Duration:</b>	This post is available until 15 August 2021 with possibility of extension

### JOB PURPOSE:

To provide specific technical support services to academic and research staff, students and visiting researchers in the Marine laboratory to ensure research can be conducted in a safe and efficient way.

### MAJOR DUTIES:

1. Perform routine checks of site infrastructure, experimental equipment and live specimens.
2. Maintain, clean, repair and test equipment ensuring general workshop, laboratory and site tidiness and safety.
3. Provide technical assistance to staff and postgraduate students in the use of specialist equipment and apparatus in marine coastal environments.
4. Responsible for all users of boating facilities (including divers) while in charge of a vessel, ensuring that they are aware of and comply with health and safety regulations and procedures.
5. Responsible for the collection of live marine specimens, seaweed, sediment and water samples (from around the Irish coastline, rivers and Loughs), measuring and recording necessary data as required for research needs.
6. Responsible for monitoring levels of stocks/stores, sourcing suppliers and preparing orders to ensure value for money and timely supply of equipment and other research needs.
7. Set up equipment in preparation for teaching and research experiments.
8. Assist students and staff in the design, development, construction and operation of specialist apparatus for research and teaching purposes or project work (indoor and outdoor).
9. Maintain ongoing experiments following specified guidelines and procedures.
10. Develop and maintain operation files, protocols, maintenance records, and risk assessments for equipment and site procedures.
11. Ensure health and safety procedures are adhered to by self and others.
12. Oversee and offer instruction and expertise to non-resident staff and students, temporary workers, external visitors and provide site induction or assistance where required.
13. Carry out any other duties which are appropriate to the post as may be reasonable requested by supervisor.

### Planning and Organising:

1. Carry out a range of tasks, both designing and working within existing procedures.
2. Plan own work schedule, responding to new pressures, adjusting priorities as needed.
3. Maintain fire safety records and arrange for servicing and training when required.
4. Maintain on site chemical records ensuring that health and safety is adhered to on site.
5. Plan suitable boat passages to ensure the safety and comfort of all persons on board, ensuring that Health and Safety issues are always met before responding to requests for fieldwork activities.
6. Ensure equipment, consumables and work area are ready to use when required, anticipating the needs of a diverse workplace.
7. Balance daily demands of ongoing work in laboratory, outdoor experimental facilities, and a complex research site.

### Resource Management Responsibilities:

1. Have responsibility for the security and maintenance of equipment and facilities throughout the marine laboratory site.

2. Support student learning through preparing apparatus and supplies and demonstration of standard and specialist equipment and techniques.
3. Provide guidance and advice, as needed, to colleagues and students through on the job training.
4. Monitor and assist with maintenance of research infrastructure and resources.
5. Take responsibility for sufficient resources being available when carrying out boating and diving operations e.g. fuel and safety equipment.

**Internal and External Relationships:**

1. Daily contact with supervisor, work colleagues, University staff and students and site visitors.
2. Proactively communicate ongoing progress to Laboratory Director.
3. Liaison with external consultants and suppliers.
4. Assist interdisciplinary users of the Marine Laboratory e.g. SPACE.
5. Act as assistant Buildings Liaisons Officer in absence of the senior technician.

**ESSENTIAL CRITERIA:**

1. \*OND/ONC or NVQ Level 3 (or equivalent) in a relevant scientific subject.
2. \*Hold a Marine Safety Agency's Boat master's Licence (minimum equivalent Powerboat Level 2).
3. \*Valid driving licence or ability to meet the mobility requirements for the post.
4. \*Three years' recent relevant experience in a laboratory, or similar work environment, or in a relevant field of building maintenance; to include two years' experience with boat handling.
5. \*Experience in a commercial or scientific diving environment.
6. Technical knowledge in own specific or technical specialism.
7. Team working skills and aptitudes.
8. Working knowledge of relevant systems, equipment and processes.
9. Good understanding of relevant regulations and procedures, to include relevant marine boating and diving legislation as well as Health and Safety Requirements.
10. ICT Competence (e.g. email; Microsoft Office, social media sites).
11. Problem solving skills.
12. Ability to provide specialist guidance to colleagues/students, with particular emphasis on boating related tasks.
13. Ability to train junior staff and work experience students and allocate work accordingly, as well as offering instruction to boat crew members in methods and responsibilities.
14. Willing and able to undertake fieldwork duties in all reasonable weather conditions.
15. Good communication and interpersonal skills.
16. Ability to develop and demonstrate specialist equipment and techniques.
17. Ability to work within established procedures and design new procedures.
18. Ability to plan own work schedule responding to new pressures and adjusting priorities.
19. Flexible, willing to adapt to new tasks and duties.
20. Position is based in Portaferry and will require flexible working.

**DESIRABLE CRITERIA:**

1. \*Degree level qualification (or equivalent) in a relevant scientific.
2. \*HSE SCUBA Qualification.
3. \*Trailer towing qualification
4. \*Recognised sea survival course undertaken
5. \*Recognised First Aid Course undertaken.
6. Recent relevant experience in a marine laboratory.
7. Experience of working with chemicals in a laboratory environment.
8. Experience and knowledge of seawater aquaria.
9. Demonstrable recent relevant experience and working knowledge of Strangford Lough and local coastal waters.
10. Evidence of experience and knowledge of marine animal culture.
11. Recent experience in an academic environment or with leading groups of learners.
12. Methodical approach to work.
13. Helpful and personable, works well with a range of people.
14. Interest in marine species (invertebrate animals, seaweeds, etc.) of relevance to QML researchers.