Technician
Biology

Closing date: 31 August 2019
Interview date: 25 September 2019
Vacancy reference: 7930
INTRODUCTION

A vacancy has arisen within the Infrastructure Team in the Department of Biology. The Infrastructure Team are part of the wider Biology technical support services teams: Infrastructure, Stores, Workshops, Horticulture and Teaching, who work together to provide services, facilities and technical support for the teaching and research carried out within the Biology Department.

The post holder will be part of the team that provides a centralised washing up and autoclaving service for the research groups within the Department. Under the direction of the Deputy Operations Manager, the role holder will also be responsible for the operation of departmental services such as the pure water systems, centrifuges and Xograph. They will be involved with coordinating the servicing and maintenance of some of the departmental equipment and also problem solving faults and repairs. They will also work as a team assisting with laboratory and office moves within the Department and the delivery and disposal of large pieces of equipment. They will carry out departmental maintenance and small job requests. They will assist the other technical support teams as and when required.
**Main purpose of the role**
To provide technical and scientific support to a research project and/or teaching/research laboratory

**Key responsibilities**
(Role holders will be required to undertake some or all of the duties below)

- Carry out routine tasks, often working from written/verbal instructions
  - Provide the departmental autoclaving and glass washing service
  - Daily checks and maintenance of the departmental services, for example liquid nitrogen, pure water ring main systems

- Under direction, perform technical services and procedures in accordance with the aims and objectives of the Infrastructure Team, raising any issues with senior staff.
  - Work from a job list, undertaking requests received via email to the team. For example, setting up a CO2 regulator and pipework for an incubator

- Liaise with appropriate staff to ensure the work area and equipment are kept operational
  - To meet, escort and assist external contractors, service engineers and Estates Operations staff when visiting the department to work on centrally maintained equipment

- Operate basic scientific equipment
  - Large autoclaves, high speed centrifuges, pure water systems and gas cylinder regulators and systems

- Apply knowledge to solve routine problems and use initiative
  - To be the first line of response for issues with scientific equipment and advise on further action
  - Work effectively with others, providing technical advice in relation to the work area and the techniques used, to staff and students, as required
  - Contribute to the housekeeping of the work area, including the routine maintenance, repair and operation of equipment.

- Understand, promote and apply relevant COSHH/risk assessment and departmental health and safety protocols ensuring procedures are followed at all times.
  - For example, the operation of lifting equipment, delivery of large pieces of scientific equipment or pressurised liquid nitrogen vessels
  - Waste disposal routes for laboratory and other hazardous waste

- Maintain accurate records of work undertaken, using appropriate IT software.
- Assist with general administrative tasks associated with the operation of the Infrastructure Team.
  - York E-Purchase system, the asset database

- Assist with purchasing including ordering and distributing goods.
- Provide local inductions, training and demonstrations of techniques and equipment skills and best practice to work area
  - Instruct students and researchers how to use the high speed centrifuges and pressurised liquid nitrogen vessels

- To contribute and support change in the work area.
- To actively demonstrate a commitment to professional development by continuing to advance knowledge, understanding and competencies.
## PERSON SPECIFICATION

<table>
<thead>
<tr>
<th>Qualifications</th>
<th>Essential / Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Levels, HNC or equivalent experience</td>
<td>E</td>
</tr>
<tr>
<td>RSciTech / EngTech or willingness to work towards these or equivalent professional qualifications</td>
<td>D</td>
</tr>
</tbody>
</table>

### Knowledge

| Relevant theoretical knowledge in a technical area | E                     |
| Knowledge of relevant safety regulations and procedure for example, COSHH and risk assessment | E                     |
| Awareness and understanding of the operation of a technical work area | E                     |

### Skills, abilities and competencies

| Ability to perform practical tasks to a consistently high standard with attention to detail | E                     |
| Ability to operate standard equipment                                                  | E                     |
| Manage own time, use initiative and work to deadlines and seek advice where necessary   | E                     |
| IT skills for a wide range of applications, including Google Apps, Microsoft Word and Excel | E                     |
| Ability to assess non-routine problems by suggesting solutions                          | D                     |
| Ability to write standard reports                                                      | E                     |
| Ability to work on own initiative and as part of a team                                | E                     |

### Experience

| Theoretical and practical experience of carrying out relevant technical activities | E                     |

### Personal attributes

| Actively demonstrate a commitment to professional development by continuing to advance knowledge, understanding and competencies | E                     |
| Dependable, reliable and self-motivated                                               | E                     |
| Good interpersonal skills and the ability to communicate effectively with staff and students | E                     |
| Maintain a positive, open attitude toward others, to value and support colleagues, to adapt to change quickly and easily and demonstrate personal resilience | E                     |
THE DEPARTMENT

The Department of Biology at the University of York welcomes staff and students from around the world. We celebrate excellence, breadth and diversity across the spectrum of modern biosciences.

Research

Our research is focused around fundamental science research foci, which are Biochemistry and Biophysics, Bioinformatics and Mathematical Biology, Cell and Developmental Biology, Ecology and Evolution, Industrial Biotechnology, Infection and Immunity, Microbiology Molecular and Cellular Medicine and Plant Biology. The Department has successfully continued to establish state-of-the-art laboratory space and a new teaching building opened in Autumn 2016. In the 2014 Research Excellence Framework (REF) exercise, the Department of Biology was again placed in the top 10 in the UK. We are ranked 1st for impact outside academia - our research has had a major influence on environmental policy, industry and health. This demonstrates our strengths across the biological sciences: from ecology to biochemistry, biotechnology and biomedical sciences; collaboration across disciplines both internally and externally is strongly encouraged and valued.

Our Department comprises over 80 academic and teaching staff, 100 research staff and 150 professional support staff (technical and administrative). We are the largest academic department at York with approximately 1000 undergraduate and 180 graduate students.

Our Bioscience Technology Facility ([https://www.york.ac.uk/biology/technology-facility/](https://www.york.ac.uk/biology/technology-facility/)) is a unique resource providing a purpose-built facility for our world-class scientists and technologists working across five bioscience research capabilities. Collectively it brings together a wide range of expertise and equipment, and is recognised as a leading example of how to provide open access research support in the 21st Century. The facility has five core areas: Genomics and Bioinformatics, Imaging & Cytometry, Metabolomics and Proteomics, Molecular Interactions, and Protein Production. Supported by over 20 dedicated staff, the facility gives ready access to a wide range of technologies and expertise in an integrated manner that can help drive forward your research efficiently and cost effectively.

Teaching

The Department places high value on its research-led undergraduate teaching which is reflected in our performance in university league tables and the National Student Survey (NSS). The University holds a Gold Teaching Excellence Framework (TEF) award and we are preparing for subject-level TEF in 2020. Our staff are committed to delivering high-quality teaching and developing and applying innovative and appropriate teaching techniques using material which creates
interest, understanding and enthusiasm amongst students. Staff continually review teaching content and the curriculum, to ensure our programmes remain up-to-date and excellent.

The department is strongly involved with two prestigious Doctoral Training Partnerships (DTP); the White Rose Doctoral Training Partnership in Mechanistic Biology and its Strategic Application (BBSRC) and Adapting to the Challenges of a Changing Environment (NERC). The former brings together the very best molecular, chemical and cellular bioscience research across the White Rose Consortium of Universities (Leeds, Sheffield and York), while the latter encompasses environmental, ecological and evolutionary research across the Universities of York, Sheffield and Liverpool, together with the Centre for Ecology and Hydrology. Students benefit from PhD training programmes with interdisciplinary collaboration at their core. This enables students to develop a range of research skills in biological, biochemical, ecological and environmental areas as well as equipping them with core mathematical, data analysis and generic professional skills that are necessary for bioscience research in the coming decades.

**Professional Support Services**

As befits a department of our size, we have extensive professional support services which underpin our teaching and research. This includes teams in operational services, horticulture, stores and logistics and teaching laboratory technicians. We provide excellent biological services facilities and mechanical and electronic workshops. We also have administration teams which cover Health and Safety, administrative assistance with external funding proposals for research activities, a Student and Academic Services team in place to support academic staff and students, and a core Department Management Team Hub who support a broad range of administrative processes in order to facilitate the smooth running of the Department.

York is a founding signatory of the Technician Commitment, which aims to ensure visibility, recognition, career development and sustainability for technicians working in Higher Education and research, across all disciplines. Biology is fully engaged with delivering York’s commitment and actively promotes career development opportunities, CPD activities and networking (often through TechYork) for technicians.

**Our Ethos**

The Department of Biology operates a set of family-friendly policies and, where appropriate to the role, welcomes applications that are made on a part-time and job share basis. We will do our best to accommodate such requests where possible. Staff working patterns are flexible, a formal flexitime system is also in operation and the University has a nursery on site. We are proud to foster a supportive culture that helps staff and students reach their full potential and we embrace [equality, diversity and inclusion](#) as well as the values of the [Athena SWAN Charter](#) in all our departmental activities. Our philosophy is that poor working practices discriminate disproportionately against any potentially disadvantaged group whereas good practices support all.

We have a Gold Athena SWAN award in recognition of our culture, ethos and activity.
THE UNIVERSITY

Founded on principles of excellence, equality and opportunity for all, the University of York opened in 1963 with just 230 students. In 2019 it is the home of more than 18,000 students across more than 30 academic departments and research centres. Since opening over fifty years ago, we have become one of the world’s leading universities and a member of the prestigious Russell Group.

We are consistently recognised as one of the leading Higher Education Institutes and one of just six post-war universities to have appeared in the world top 100. We were rated 22nd in the 2019 Times & Sunday Times league table. The University of York has won six Times Higher Education (THE) Awards and five Queen’s Anniversary Prizes.

The University is proud of its association with Athena SWAN, holding multiple awards in support of gender equality, representation and success for all, with gold awards for Chemistry and Biology and a University-wide bronze award.

Of 154 universities that took part in the Research Excellence Framework (REF) in 2014, The University of York ranked 14th overall and 10th for the impact of our research. The University is consistently in the top ten UK research universities and attracts over £60m a year of funding from research alone.

Our vision is to make the University of York a world leader in the creation of knowledge through fundamental and applied research, the sharing of knowledge by teaching students from varied backgrounds and the application of knowledge for the health, prosperity and well-being of people and society.
Attractive workplace

Centred around the picturesque village of Heslington on the edge of the city of York, our colleges are set in an attractive landscaped campus. York enjoys a safe, friendly atmosphere with facilities including bars, shops, theatres and concert halls all within easy walking distance.

The University has undergone an unprecedented period of expansion and renewal since 2000. We have invested in twenty new buildings on the original campus and have completed the first and second phases of a £750m campus expansion. Our investment in new colleges, teaching and learning spaces, laboratories, research facilities and a new sports village mean there has never been a better time to join us.

During this period of change we've worked hard to retain our friendly, informal and collegiate atmosphere, which is important to our core values of inclusivity and interdisciplinarity.

We have a thriving international community and are committed to providing staff moving to York with as much support as possible through our Relocation Package and Welcome Officers.

The University is committed to promoting a diverse and inclusive community - a place where we can all be ourselves and succeed on merit. We offer a range of family friendly, inclusive employment policies, flexible working arrangements, staff engagement forums, campus facilities and services to support staff from different backgrounds.

For further information please visit our employee benefit pages.
THE CITY AND THE REGION

The City of York

Internationally acclaimed for its rich heritage and historic architecture, York's bustling streets are filled with visitors from all over the world. Within its medieval walls you will find the iconic gothic Minster, Clifford’s Tower and the Shambles - just a few of the many attractions.

But York isn't just a great place to visit - it's also a great place to live and work. While nourishing a vibrant cosmopolitan atmosphere, York still maintains the friendly sense of community unique to a small city.

Visit www.visityork.org for more information on the city of York

Shopping, culture and entertainment

York boasts specialist and unique boutiques but also all the high street stores on its busy shopping streets. Alongside them you will find cinemas, theatres, an opera house, art galleries, a vast range of restaurants, live music venues and clubs. York is particularly renowned for its multitude of pubs and bars, from the modern to the medieval.

Housing and schools

Whether you choose to live close to the city, in one of the surrounding villages or further afield, you will find a wide range of housing within comfortable distance of York and the University. For families, the area has a range of excellent schools both in the state and independent sector.

Great location

York is one of Britain’s best-connected cities. Halfway between London and Edinburgh on the East Coast mainline, on intercity trains you can reach London King’s Cross in less than two hours and Edinburgh in two and a half hours. York is also well served by road links, and it is easily accessible from the A1, M1 and the M62.

For those travelling from overseas, Manchester Airport is two hours away and Heathrow Airport just three and a half. Flights from nearby Leeds Bradford Airport provide easy access to mainland Europe. By Eurostar from London St Pancras, Paris is just over six hours away.

Yorkshire

The Lonely Planet guide recently declared Yorkshire the third best region in the world to visit. There is something to cater to every taste, whether it be the rugged landscapes of the Moors or the Dales, the picturesque seaside towns of Scarborough and Robin Hoods Bay, the gothic architecture of Whitby or the vibrancy of cosmopolitan Leeds.
Apply online

- Go to [https://jobs.york.ac.uk](https://jobs.york.ac.uk)
- Find this job using reference 7930
- Complete the online application form

You will need to submit your completed application by midnight (local UK time) on 31 August 2019

What will I need?

We will ask you for details of:
- your employment history
- relevant qualifications
- two referees

You need to be ready to show us how you meet the requirements of the job, either in a written statement and/or by answering questions.

Help and assistance

Direct any informal queries to sylvia.haddock@york.ac.uk

If you have any questions about your application, contact the HR Services team:

recruitment@york.ac.uk
+44 (0)1904 324835