

Research Technician



Role Description

<p>GRADE Grade 5</p> <p>LOCATION Merchiston, Edinburgh</p> <p>LINE MANAGER Technical Services Manager or Deputy Technical Services Manager</p>

Role Summary

The School of Computing, Engineering and Built Environment (SCEBE) utilises a team of technicians to support its workshops, laboratories and infrastructure supporting the academic and research activities within the school. Technicians provide practical support and expert knowledge to enhance the excellent teaching and student experience. The post holder will be part of this team and will provide technical support for activities associated with the School.

The role holder will be responsible for the general upkeep of laboratories, workshops and equipment associated with their specific area of expertise. Working with the Technical Services Leadership Group to ensure compliance with national Health and Safety regulations in line with university policy.

Working with the full technical group to provide mutual support to facilitate the wider activities of the School.

Line Management Responsibility for:

This role does not have any line management responsibilities currently.

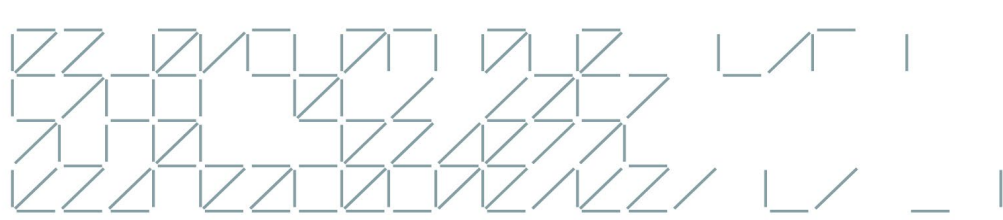
Main Duties and Responsibilities

Role specific responsibilities:

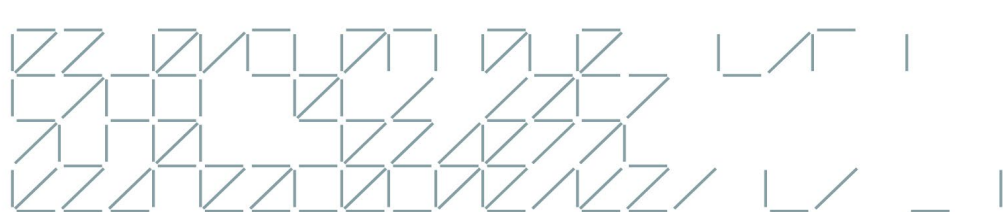
- Primarily working in our Polymer Engineering Laboratory this Technician will provide support in our Materials Laboratory and our Nano Materials Laboratories.
- The Polymer Engineering Laboratory has both lab scale and industrial scale equipment. The work involves processing all aspects polymer materials including extrusion, injection moulding, compression moulding, and vacuum forming. The blending and recycling of polymer materials with machinery such as the Brabender mixer, 2 roll milling and polymer extruder is also carried out in this Laboratory.
- The Technician will also carry out Mechanical Testing and materials analysis in our Materials Testing Laboratory with particular reference to polymer materials. They will also support the work carried out in our Nano Materials Research Laboratories as part of a larger technical Team.

Technician general responsibilities:

- Responsible for the day to day running of the Laboratories and workshops, including the maintenance of specialised equipment, inventories, and resource purchasing to facilitate activities within the laboratory. This will be done in liaison with academic staff and procurement staff, Technical Team and line manager.
- Provide technical support for academic staff delivering undergraduate laboratory teaching sessions including content advice, practical demonstrations, preparing physical and written materials and teaching some data analysis to give the best teaching and student experience possible.
- Working with academic staff to provide support to students undertaking practical undergraduate project work, working with other technical staff as required to provide this practical support across the school.
- Keep up to date with all aspects of the work pertinent to their subject area, including methodology, latest specialised equipment, emerging technologies, academic papers, relevant British Standards, and methods of data analysis.
- Responsible for the design and manufacture of prototype test rigs for undergraduate students, research students, and academic staff in liaison with other members of the technical team.
- Support Research Students undertaking projects, provide advice and technical support in liaison with academic supervisors, discuss data analysis and results with students and supervisors, determining appropriate future testing and analysis. Undertake additional background research as necessary to facilitate support for research in new topic areas.
- Responsible for the identifying, monitoring, and resolving Health and Safety issues within their laboratory in liaison with line manager. Provision and maintenance of Risk and COSHH assessments, Manual Handling assessments etc. Support Technical Services Leadership Group in ensuring all statutory safety inspections are carried out as required.
- Develop and support the upkeep of manuals, SOP's, work/specialised equipment guides and or project protocols for work taking place within their Laboratory.



- Keep up to date with all relevant training requirements for the services and machinery associated with their lab and other relevant work areas. Undertake additional statutory training required by the university.
- Providing advice and guidance in liaison with academic staff to Technical Services Leadership Group or the Dean in the context of capital expenditure planning for their laboratory.
- Develop strong working relationships with all school academic, technical, professional services staff. Develop relationships with external companies that supply services associated with their lab and subject group.
- Any other duties as may be required.
- Role model the University's values & behaviours.
- Be responsible for ensuring that the information and records processed (received, created, used, stored, destroyed) on behalf of the University are managed in compliance with ALL applicable legislation, codes and policies e.g. Data Protection, Information Security and Records Management.



PERSON SPECIFICATION

ESSENTIAL DESIRABLE

Education / Qualifications

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| • A degree in a relevant subject or equivalent professional experience | ✓ | |
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Skills / Experience

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| • Practical and theoretical knowledge with experience of relevant technical equipment relating to their specific subject group and associated laboratory / workshop | ✓ | |
| • Knowledge of Health and Safety Procedures and COSHH procedures pertaining to post | ✓ | |
| • Experience of working in a busy environment and responding to conflicting demands | ✓ | |
| • Extensive practical experience of working with relevant equipment | ✓ | |
| • The ability to relate well in a customer focused manner to students and staff | ✓ | |
| • Excellent proactive problem-solving skills and the ability to work flexibly | ✓ | |
| • Ability to work effectively on own initiative and with a team | ✓ | |
| • Excellent communication skills, both verbal and written | ✓ | |
| • Excellent interpersonal, and organisational skills, with close attention to detail | ✓ | |
| • Good organisational skills with the ability to be proactive and prioritise own workload | ✓ | |
| • Ability to relate successfully to colleagues, students and those external to the University | ✓ | |
| • Experience of working in higher education institutions | | ✓ |
| • Experience of operating in a digital environment | | ✓ |
| • Expert diagnostic and troubleshooting abilities | | ✓ |