



JOB DESCRIPTION

Job Title:	Research and Teaching Support Technician
Department / Unit:	School of Biological Sciences
Grade:	RHUL 5
Accountable to:	Technical Operations Manager
Accountable for:	N/A
Purpose of the Post	
<p>Based within the technical team of the school, the purpose is to provide technical expertise and assistance within the School of Biological Sciences, predominantly, although not exclusively, within the Centre for Biomedical Sciences.</p> <p>The post holder must be willing to undertake training and development to update knowledge and skills to identify new techniques, procedures, and ideas applicable to the role.</p>	
Key Tasks	
<p>The safe, efficient care and running of school laboratories, equipment and associated facilities as directed by the Technical Operations Manager or nominated deputy.</p> <p>Technical support for research groups.</p> <p>Responsibility for the preparation and technical support of practical sessions in undergraduate practical teaching.</p>	
Other Duties	
<ul style="list-style-type: none"> • Biochemical and molecular biology techniques. • Growth and maintenance of cell cultures including microorganisms and cell lines. • Use of standard laboratory equipment for analysis, assistance to and oversight of other users. • Record keeping for chemicals and school equipment within specific areas. • Conducting CoSHH and risk assessments following college guidelines, and providing support and guidance to others on such assessments. Contributing to the development of a central safety document resource. • Technical support for post-doctoral staff, postgraduate and undergraduate students as required. • Preparation of media. • Development of research methods. 	

- Sourcing of replacement equipment and services when required.
- Attending committee meetings when required.

Internal and external relationships

Colleagues within the school, other technicians, administrative and academic staff
Students – undergraduate and postgraduate
Other departmental technicians across the college
External suppliers; service engineers.