



## Technician

COLLEGE OF XX  
SCHOOL/INSTITUTE XX

## GRADE 4

### Job Purpose

To provide technical assistance, maintenance and laboratory support to academic and student service users. Work will support the smooth and effective running of teaching laboratories and/or assigned research projects in line with the College/Institute/School Strategy.

### Main Duties and Responsibilities

1. Provide technical support to academic and student service users within the specified discipline or assigned research project. Contribute to the overall smooth and efficient running of the lab to ensure an excellent experience for service users.
2. Carry out a range of technical support activities including the use of specialist equipment, systems, procedures, protocols, models and/or techniques. Contribute to the creation and development of new technical resources and/or ways of working as directed by relevant senior staff. Identify, propose and implement technical solutions to a range of practical problems.
3. Keep clear and accurate records of research or teaching outputs and where relevant produce concise written summaries of results for senior staff. Analyse and interpret data using standard procedures and present findings accurately.
4. Contribute to the safe and well-organised functioning of the laboratory. Maintain laboratory areas appropriately and identify and rectify any technical faults/problems. Ensure that consumables and equipment are appropriately stocked and maintained, preparing media and samples as required.
5. To provide guidance to service users in the best application and operation of technical resources.
6. Keep up to date with advances in the relevant discipline and seek to apply this knowledge to technical activities to further enhance the learning experience and/or contribute to the delivery of research aims.

### Qualifications

- Scottish Credit and Qualification Framework level 5 or 6 [National 5 or 6, Scottish Vocational Qualification level 2 or 3] or equivalent, and experience of personal

development in a similar role.

- Detailed technical knowledge of relevant systems, equipment, protocols, processes and procedures.
- Up to date knowledge of relevant laboratory Health and Safety legislation/policies. HNC/HND in relevant discipline is desirable.

### **Knowledge, Skills and Experience**

- Demonstrable technical skills aligned to the specified discipline or assigned research project. Details of the discipline/project are as described in the post-specific information and advert.
- Strong IT skills including both standard and specialist software programmes.
- Ability to work effectively with others, including own team and lab users.
- Ability to plan and prioritise workload to meet competing demands.
- Ability to work independently, including the ability to use initiative and judgement to resolve problems.
- Accuracy and attention to detail.
- Demonstrable work experience in a similar technical role, with similar responsibilities.
- Experience of contributing to the creation or development of technical resources or ways of working.
- Experience of planning and organising own workload to meet the needs of service users.