

# University of Greenwich

## JOB DESCRIPTION

<b>Job Title:</b>	Part time laboratory research assistant: algae biotechnology	<b>Grade:</b>	SP2-SP7
<b>Department:</b>	Science	<b>Date of Job Evaluation:</b>	
<b>Role reports to:</b>	Head of Biotechnology Research		
<b>Direct Reports</b>	Professor Patricia Harvey		
<b>Indirect Reports:</b>	Dr Yanan Xu, Dr John Milledge		
<b>Other Key contacts:</b>	Richard Anthony, Iain Goodall		
This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the University and the requirements of the job.			

### PURPOSE OF ROLE:

Develop a lab-scale raceway with a LED lighting system suitable for cultivating microalgae and extract and analyse carotenoids from microalgal biomass.

### KEY ACCOUNTABILITIES:

#### Team Specific:

- Write and support the writing of reports.
- Identify, assess and manage risks in the laboratory
- Assist with estimating costs, timescales and resource requirements for developing a lab-scale raceway with a LED lighting system
- Provide laboratory support to members of the project team as required

#### Generic:

- Contribute information to progress the aims of the group.

#### Managing Self

- Provide attention to detail.
- Good communication skills.
- Work well with others in the team.
- Demonstrate good IT skills and willingness to develop them further.

#### Core Requirements

- Adhere to and promote the University's Equality and Diversity policies
- Ensure compliance with Health & Safety regulations
- Support the University's Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, recognising the shared responsibility of minimising the university's negative environmental impacts wherever possible.

#### Additional Requirements:

- Any other duties as appropriate to the post and grade
- Capable of juggling hours when asked to work outside of normal business hours, as necessary.
- Perform such other duties temporarily or on a continuing basis, as may reasonably be required, commensurate with your grade.

### KEY PERFORMANCE INDICATORS:

**University of Greenwich**

- To produce high quality work delivered to the agreed timescales

**KEY RELATIONSHIPS (Internal & External):**

- University staff
- Suppliers of services and goods

**PERSON SPECIFICATION**

**Essential**

**Experience**

- At least 3 years laboratory research experience in a biochemistry or related field

**Skills**

- Good Laboratory Analytical skills
- Good document/report writing skills
- Project/experimental Planning
- Laboratory Risk Management
- Customer Service Techniques
- Good interpersonal and communication skills

**Qualifications**

- Educated to degree level or holds a professional qualification.

**Desirable**

**Experience**

- Worked in Higher Education

**Skills**

- Understanding of public sector procurement
- Health and Safety

**Qualifications**

- MSc qualification