

Job Title:	Electron Microscopy and Analytical X-ray Technician	Grade:	SG4
Department:	Faculty of Engineering & Science	Date of Job Evaluation:	
Role reports to:	Higher Scientific Officer - Electron Microscopy and Analytical X-ray (EMAX)		
Direct Reports	None		
Indirect Reports:	None		
Other Key contacts:	Technical Services Director, Technical Team Leader (Research)		
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: The post is responsible for daily operation and maintenance of imaging and X-ray analytical equipment (Electron microscopy [scanning and transmission], X-ray diffraction and X-ray fluorescence). The post holder will contribute to specialist training of staff, students and visitors, and carrying out specialist techniques as required. The post holder will also help to maintain the infrastructure and consumables for the lab. The post holder will also contribute to the health and safety of the laboratory environment.

KEY ACCOUNTABILITIES:

Team Specific:

- Operate and maintain equipment as required and monitor lab consumables
- Carry out lab techniques and assist in research projects as agreed
- Contribute to training staff, students and visitors in specialist techniques
- Carry out consultancy and outreach activities as agreed
- Apply health and safety guidelines, including the production of COSHH and SOP forms for laboratory procedures and the completion of health and safety induction for new users. Conduct biannual laboratory inspections

Generic:

- Able to work independently and decisively on tasks to support the day-to-day operation of the EMAX laboratory.
- Familiarity with good laboratory techniques, practices and safety requirements is important.
- Undertake simple servicing, repair, modification and upgrades of the instrumentation as necessary.
- Coordinate visits of external engineer visits

Managing Self

- Assess development opportunities and attend any appropriate training to keep up to date with new developments in imaging field.

Core Requirements

- Adhere to and promote the University's policies on Equality, Diversity and Inclusion and Information Security;
- Ensure compliance with Health & Safety and Data Protection Legislation;
- Support and promote 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
- Adhere to current legal requirements and best practice relating to digital content and accessibility, including Web Content Accessibility Guidelines when creating digital content.

KEY PERFORMANCE INDICATORS:

- Number of active projects
- Complexity of active projects

KEY RELATIONSHIPS (Internal & External):

- Supervisors and students including BSc, MSc, PhD
- Academics actively involved in external collaborations that require imaging data
- External and internal service providers e.g. servicing and electrical work
- External partners that provide income for consultancy work

PERSON SPECIFICATION	
Essential	Desirable
Experience <ul style="list-style-type: none"> • Some experience and understanding of the techniques of electron microscopy, confocal microscopy and X-ray analysis 	Experience <ul style="list-style-type: none"> • Experience of working in a research environment • Experience of following and adapting protocols and selecting appropriate experimental methodologies

<p>Skills</p> <ul style="list-style-type: none"> • Ability to collate, analyse and present data • Organized and possess good time management skills • Good communication skills • Good awareness of health & safety issues <p>Qualifications</p> <ul style="list-style-type: none"> • A degree in an appropriate Science subject, chemistry or biological sciences. <p>Personal attributes</p> <ul style="list-style-type: none"> • We are looking for people who can help us deliver the values of the University of Greenwich: Inclusive, Collaborative and Impactful 	<ul style="list-style-type: none"> • Experience of contributing to reports and articles for publication <p>Skills</p> <ul style="list-style-type: none"> • Teaching/training experience <p>Qualifications</p> <ul style="list-style-type: none"> • Health and Safety qualification (e.g. IOSH working safety) <p>Personal attributes</p> <ul style="list-style-type: none"> • N/A
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