



**Sainsbury Wellcome Centre**

**Junior Animal Technician (Neurobiological Research Facility)  
Information for Candidates**



**Sainsbury Wellcome Centre for Neural Circuits and Behaviour at UCL**



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## JOB DESCRIPTION

<b>Vacancy Reference:</b>	1878939
<b>Job Title:</b>	Junior Animal Technician (Neurobiological Research Facility)
<b>Department:</b>	Sainsbury Wellcome Centre
<b>Salary:</b>	£23,553- £25,147 per annum inclusive of London Allowance.
<b>Grade:</b>	4
<b>Hours:</b>	36.5 per week (full-time, 1.00 FTE)
<b>Reports to:</b>	Head of the Neurobiological Research Facility

### About the Sainsbury Wellcome Centre

The Sainsbury Wellcome Centre (SWC) brings together world-leading scientists to investigate how brain circuits process information to generate perception, form memories and guide behaviour. Developed through the vision and partnership of the Gatsby Charitable Foundation and Wellcome, and with substantial investment from these partners, the mission of the SWC is to generate experimentally testable theories of brain function.

The Centre comprises 12 highly interdisciplinary experimental research groups accommodated in a new, purpose-designed building, offering an outstanding and unparalleled research environment. SWC scientists use a broad spectrum of the latest advances in molecular and cellular biology, imaging, electrophysiology and behavioural techniques and enjoy state-of-the-art research laboratories, cutting-edge scientific equipment, technologically-advanced prototyping and fabrication laboratories and custom in-house high-performance computing facilities. The full complement of scientists in the Centre is expected to reach around 150 together with circa 50 dedicated support staff.

Further details about the Sainsbury Wellcome Centre can be found at [www.sainsburywellcome.org](http://www.sainsburywellcome.org).

The Sainsbury Wellcome Centre is part of the UCL [School of Life and Medical Sciences](#) (LMS). LMS brings together four UCL Faculties to create one of the largest and most prestigious aggregations of academics in biomedical, life and population health sciences worldwide. The School has a global reputation for teaching, informed by cutting-

edge research. The School is structured into four Faculties: Brain Sciences; Life Sciences; Medical Sciences; and Population Health Sciences. SWC is most closely linked with the Faculties of Brain Science and Life Sciences, and is aligned administratively with Life Sciences. The Faculty of Life Sciences leadership team works closely with the SWC leadership to support and enable their mission and facilitate research excellence.

Further details about UCL can be found at [www.ucl.ac.uk](http://www.ucl.ac.uk).

### Professional Services at the Sainsbury Wellcome Centre

The Sainsbury Wellcome Centre has a specialist and experienced professional services team. It is structured to efficiently support research activity and deliver effective management and operational leadership of the SWC.

SWC prides itself on offering a high quality administrative, technical and operational support function, and fully supports the professional development and progression of its staff, actively encouraging colleagues to learn new skills and broaden their experience. The SWC is supported in this aim by UCL's [Organisational Development team](#), who run a wide range of training programmes for all staff types and grades.

### Work Environment

SWC offers staff an award-winning work environment in the heart of Fitzrovia. The Centre also offers the full range of [UCL staff benefits](#),

## JOB DESCRIPTION

including a generous annual leave entitlement, occupational pension schemes, excellent family-friendly policies such as occupational shared parental pay, a work-life balance policy, and a range of financial benefits such as a season ticket loan scheme and staff discounts.

### The Role of the Junior Animal Technician

You will provide support for day-to-day animal husbandry, care and welfare within the SWC Neurobiological Research Facility (NRF). You will have a strong interest in animal care and welfare with previous experience in animal husbandry; experience of working within a laboratory animal unit is desirable. Following induction training you will be expected to work unsupervised on your own initiative to maintain the NRF service provision.

The nature of this role means that you will be required to work outside of standard office hours to meet the needs of the animals; this will include working one in three weekends and occasional unsociable hours.

### Main Duties and Responsibilities

- Daily cleaning, changing of water bottles and feeding of rodents.
- Mechanical cage washing.
- Cage preparation and distribution.
- General housekeeping duties.
- Room cleaning and waste disposal.
- Record keeping including breeding records.
- Taking deliveries.
- Adhere to Home Office guidelines and the Animal Scientific Procedures Act 1986.

The above description is not exhaustive and the post-holder will be required to undertake any other duties as may reasonably be requested within the scope, spirit and purpose of the post. Job descriptions are reviewed on a regular basis including at the annual appraisal. As duties and responsibilities change, the job description may be amended in consultation with the post-holder.

The post-holder will be expected to actively follow all UCL policies and procedures including Equal Opportunities, maintain an awareness of Fire and Health & Safety Regulations, carry out duties in a resource efficient way as well as actively support UCL's Sustainability policies and objectives, attend management meetings and undertake such training and development as may be required for the post.

All staff are required to act professionally, co-operatively and flexibly in line with the requirements of the post.



# PERSON SPECIFICATION

## Selection Criteria

The selection criteria outline the skills, knowledge and experience required in order to perform this role. Applicants will be selected based on how well they demonstrate that they meet the essential, and if appropriate, desirable criteria for this particular role.

	Essential	Desirable
<b>Qualifications</b>		
Minimum of 5 A*- C GCSEs.	Essential	
<b>Knowledge and experience</b>		
An interest in animal care and welfare.	Essential	
Experience in animal husbandry.	Essential	
Experience working within a laboratory animal unit.		Desirable
Experience working within safety regulations.		Desirable
<b>Skills</b>		
Computer literate with the ability to use databases and systems related to record keeping.	Essential	
Excellent attention to detail	Essential	
<b>Personal Attributes</b>		
Ability to communicate effectively.	Essential	
Able to work effectively and collaboratively as a member of a team.	Essential	
A commitment to your own continuous professional development and willing to undertake further education and training as part of your role.	Essential	
<b>UCL Ways of Working for Professional Services</b>		
Performing duties in a punctual and timely way.	Essential	
Following instructions in order to carry out tasks.	Essential	
Making sure you are clear on how to prioritise your work.	Essential	

## HOW TO APPLY

### Contact Us

If you have any queries relating to the vacancy or how to apply please contact the SWC HR team, [swc.hr@ucl.ac.uk](mailto:swc.hr@ucl.ac.uk)

### Applying for the Role

#### Redeployment candidates

To begin the online application process, please access the advertisement by searching for it via the UCL Redeployment Service (<https://www.ucl.ac.uk/human-resources/working-ucl/internal-opportunities>) using the vacancy reference number.

Please complete the online application form, and use the supporting statement section to outline how you meet the selection criteria. Applications will be shortlisted based on the strength of the examples used to demonstrate that the applicant meets the selection criteria.

All candidates will be notified of the outcome of their application.

#### External candidates

To begin the online application process, please access the advertisement by searching for it on the UCL vacancy search page (<http://www.ucl.ac.uk/hr/jobs/>) using the vacancy reference number, and click on the “Apply Now” button at the bottom of the vacancy advertisement.

Please complete the online application form, and use the supporting statement section to outline how you meet the selection criteria. Applications will be shortlisted based on the strength of the examples used to demonstrate that the applicant meets the selection criteria.

Please note that there is a limit of 2,500 words to explain how you meet the essential criteria, and a limit of 2,500 words to explain how you meet the desirable criteria.

All candidates will be notified of the outcome of their application.

## TERMS OF APPOINTMENT

### Pre-employment Checks

Confirmation of appointment will be subject to receipt of satisfactory references, verification of proof of right to work in the UK and to satisfactory pre-employment health and security screening.

### Salary

Starting salary will be on the Grade 4 scale according to relevant skills, knowledge, experience and achievement. Staff incrementally progress along the salary scale; the effective date of incremental progression is 01 August each year. You must have completed the period of service stipulated in your contract of employment (typically your probationary period) to be eligible to increment. Incremental progression does not include the discretionary contribution points on the salary scale. Cost of living pay awards are negotiated nationally and are normally effective from 1 August each year.

### Pension

Post-holders will be eligible to join SAUL (Superannuation Arrangements of the University of London) subject to the Scheme's rules and eligibility conditions.

### Conditions of Service

Conditions of Service for Research, Teaching and Professional Services Staff can be found at: <https://www.ucl.ac.uk/human-resources/conditions-service-research-teaching-and-professional-services-staff>.

### Probation

Appointments are subject to a probationary period of 6 months.

### Hours of Work and Overtime

UCL's full time working week is 36.5 hours per week. SWC is willing to consider flexible-working arrangements, subject to discussion and agreement with your line manager.

Pre-agreed overtime will be offered as equivalent time off in lieu.

### Annual Leave

Staff are entitled to 27 days annual leave per year (pro rata for part-time staff). In addition, staff are entitled to 8 days public and statutory holidays, and around 6 UCL closure days with pay per year.

### Location

The Sainsbury Wellcome Centre is located in the heart of London around five minutes' walk from the main UCL campus. The mainline railway stations at Euston, King's Cross, St Pancras, Marylebone and Paddington are within easy reach as are the London Underground stations located at Warren Street and Godege Street.

### Equal Opportunities

SWC is committed to the promotion of equality, diversity and inclusion for its staff, students and visitors and is fully supportive of UCL's policy; the full equality policy statement is available online:

[https://www.ucl.ac.uk/human-resources/sites/human-resources/files/equal\\_opportunity\\_policy\\_statement.pdf](https://www.ucl.ac.uk/human-resources/sites/human-resources/files/equal_opportunity_policy_statement.pdf).

SWC is currently working towards an [Athena SWAN](#) award.