



Job Description

Supporting Animal Technician

Department: Sainsbury Wellcome Centre

Grade: 4

Salary: £28,144 - £29,533 per annum inclusive of London Allowance

Hours: 36.5 per week (full-time, 1.00 FTE)

Reports to: Eleni Amaniti, Head of Neurobiological Research Facility



Context

The state-of-the-art Neurobiological Research Facility (NRF) within the Sainsbury Wellcome Centre (SWC) enables world leading scientific research involving the use of animals including mice and rats.

The NRF is both science and welfare driven. It is flexible and forward-looking and promotes collaboration within and beyond the institute. The facility provides expertise and support for housing and experiment, all underpinned with world-class standards of welfare.

SWC recently received full accreditation from the Association for Assessment and Accreditation of Laboratory Animal Care (AAALAC) International.

Main purpose of the job

You will support the operation of the Neurobiological Research Facility (NRF) with responsibility for following strict animal health barrier procedures to maintain the cleanliness of the facility. This includes operating equipment such as autoclaves, rack-washers and bottle-washers, as well as handling cage preparation and distribution and general house-keeping duties. Throughout the fulfilment of these duties you must maintain a hygienic and tidy approach in keeping

with fire, health and safety, and bio-security protocols.

You will be required to work occasional unsociable hours to meet the demands on the service; this may include some weekend working.

Duties and responsibilities

Operating the disposal unit:

- Performing routine start-up and shut-down procedures;
- Processing cages into the disposal unit;
- Disposing of waste in the appropriate manner;
- Troubleshooting of problems and/or fault alarms;
- Training others in safe operation of the disposal unit;
- Preventative maintenance of the equipment;
- Liaising with service engineers.

Operating rack-washer, bottle-washer and autoclave:

- Performing routine start-up and shut-down procedures;
- Selection of correct wash/sterilisation cycles;
- Troubleshooting of problems and/or fault alarms;
- Training others in safe operation of disposal unit;



- Preventative maintenance of equipment;
- Liaising with service engineers.

Cage preparation and distribution:

- Safe operation of the bedding dispenser;
- Recognising and acting upon changes in demand for various cages;
- Distributing caging and supplies around facility as needed.

Deliveries:

- Receiving, distributing and storing materials, food and supplies;
- Ensuring storage areas are maintained in a sanitary and tidy condition;
- Stock rotation and monitoring of stock levels.

General house-keeping:

- Maintenance of a hygienic and safe working area;
- Washing, drying and folding of laundry;
- Deep cleaning of service areas and corridors.

Animal husbandry (occasionally):

Changing of water bottles, cleaning of cages and feeding of rodents.

- All staff are expected to act professionally, co-operatively and flexibly in line with the post.
- UCL's Sustainability policies and objectives, attend management meetings and undertake such training and development as may be required for the post
- 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.

General

- Carry out any other duties within the scope, spirit and purpose of the job as requested by the line manager.
- Actively follow and promote all UCL policies including those on Equality, Diversity and Inclusion.
- Maintain an awareness and observation of Fire and Health & Safety Regulations.
- There may, on occasion, be a requirement to work extended hours.
- Follow and actively promote the [UCL Ways of Working](#).
- This job description may be reviewed and be subject to amendment in consultation with the post holder.

Person Specification

Applicants should copy and paste the following essential criteria (which are assessed on the application form) into the “Statement in support of your application” and describe underneath each criterion how they meet it, giving examples.

Essential Criteria	Assessment method
Qualifications, experience and knowledge	
Minimum of 5 A*- C or 9-4 GCSEs or equivalent qualification in Science.	Application
An interest in animal care and welfare.	Application/Interview
Skills and abilities	
Computer literate with the ability to use databases and systems related to record keeping.	Application/Interview
Excellent attention to detail	Application/Interview
Ability to efficiently, effectively and safely use machinery	Application/Interview
Able to safely handle and move bulky or heavy items on a daily basis	Application/Interview
Ability to communicate effectively.	Application/Interview
Able to work effectively and collaboratively as a member of a team.	Application/Interview
Able to work unsupervised on a day-to-day basis.	Application/Interview
A commitment to your own continuous professional development and willing to undertake further education and training as part of your role.	Application/Interview
UCL Ways of Working	
Performing duties in a punctual and timely way.	Interview
Following instructions in order to carry out tasks.	Interview
Making sure you are clear on how to prioritise your work.	Interview
Desirable Criteria	
Applicants should copy and paste the following desirable criteria into the “Statement in support of your application” under the Desirable criteria	

section and describe underneath each criterion how they meet it, giving examples.	
Qualifications, experience and knowledge	
Experience working within a laboratory animal unit.	Application
Experience working within safety regulations.	Application

Apply

To apply for this position visit:

ucl.ac.uk/work-at-ucl/search-ucl-jobs

Please complete the online application form and use the supporting statement section to outline your interest in joining SWC and how you meet the essential and desirable criteria for the role.

If you have any queries regarding the application process, please email: swc.hr@ucl.ac.uk

For informal enquiries about the role please contact: Eleni Amaniti e.amaniti@ucl.ac.uk

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

Probation

Appointments are subject to receipt of satisfactory references and a probationary period of 6 months

Annual leave

Annual leave is 27 working days for a full-time member of staff + 6 UCL closure days in addition to 8 Bank Holidays.

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.

Hours of Work

UCL's full time working week is 36.5 hours per week.

You will be required to work occasional unsociable hours to meet the demands on the service; this will include some paid overtime working (up to two weekends per month) and UCL closure days

SWC is willing to consider flexible-working arrangements, subject to discussion and agreement with your line manager.

Other benefits

UCL is a dynamic, global university based in one of the most exciting capital cities in the world. Not only does working at UCL offer the opportunity to work with some of the greatest intellects in the world, it also offers competitive terms, conditions and benefits to its staff.

As part of the UCL community you can access free lunch hour lectures, exhibitions and museums and collections. On campus UCL has the Bloomsbury

theatre hosting a range of performances and a series of bars, cafes, and other facilities, which UCL staff can use.

In addition to 41 days annual leave (inclusive of public holidays and closure days) and generous pension schemes, UCL provides a number of other staff benefits which are linked from the page below:

✓ <https://www.ucl.ac.uk/human-resources/pay-benefits/staff-benefits>

UCL benefits and policies apply equally, whatever the sexual orientation and/or gender identity of employees. Benefits and policies relating to employees partners, includes both different sex and same sex partners.

About 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.

SWC is part of the [UCL School of Life and Medical Sciences](#) (SLMS). SLMS 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. 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.

Professional Services at the Sainsbury Wellcome Centre

SWC 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 with an on-site brasserie, access to lockers and changing facilities, secure bicycle storage, and access to pleasant outdoor spaces. The Centre also offers the full range of [UCL staff benefits](#), 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.

Accreditations

The Sainsbury Wellcome Centre and Gatsby Computational Neuroscience Unit recently received an Athena Swan Bronze Award. [Find out more about our commitment to promoting gender equality.](#)

SWC recently received full accreditation from the Association for Assessment and Accreditation of Laboratory Animal Care (AAALAC) International. [Find out more about our commitment to supporting a culture of care.](#)

