

Job Title: Translational Research Technician

Grade: 4

Salary: £23,050 to £25,138 per annum

Department: Genetics & Genome Biology

Hours/Contract: Full-time, fixed term contract until 31 March 2025

Job Family: Technical and experimental

Reference: 10310

Role Purpose

The role is to support all aspects of tissue collection activities for a variety of projects supported by the Experimental Cancer Medicine Centre (ECMC), and be responsible for post-collection processing of tissue in the laboratory to good clinical laboratory practice (GCLP) standards.

To provide support for running and maintenance of GCLP labs, including equipment monitoring and ordering.

To provide support and training for staff and students involved in handling of human tissues. To ensure compliance with regulatory bodies.

To ensure that the study is audit-ready at all times.

Main Duties and Responsibilities

Principal Accountabilities:

- Collection and logging of human tissue samples from University Hospitals of Leicester into Bio-repositories, Biobanks and individual studies as appropriate. The appointee may be required to accompany NHS patients to the blood room/phlebotomy with their blood forms as part of their standard care and/or access operating theatres and clinics during patient procedures to collect the research specimens.
- Ensure adequate chain of custody and full audit trail of sample collection and processing.
- Provide laboratory support and cover where necessary for the processing of bloods and tissues to standard operating procedures (SOPs).
- Ensure maintenance of equipment and laboratory standards in sample processing areas and provide training for other users of GCLP facilities
- Provide support as required to the ECMC Research Manager and Quality Manager
- Ensure that COSHH and other safety standards are maintained in own areas.
- Engage in professional development and training in response to changing requirements of clinical trial guidelines and regulations at local and national level.
- Contribute information for research ethics submissions, research grant applications, reports for funding bodies and academic papers for publication.



Internal and External Relationships

- Daily interactions with academic, research and technical staff, NHS physicians/surgeons/pathologists, trial management staff, students and visiting workers in order to facilitate sample collections to GCLP standards and within relevant timeframes.
- Direct contact with patients when collecting bloods or surgical specimens.
- Liaise with all Departmental members regarding the use of laboratory facilities and resources, personally dealing with varied requests and issues arising within the laboratory and referring more complex issues to senior colleagues.

Planning and Organising

The post-holder must be well-organised and plan in advance to ensure that sample acquisition is undertaken in a timely fashion, and to designated quality standards.

Must be flexible, taking into account that some sample collections will be from operating theatres and that operations may overrun, be cancelled or postponed

Qualifications, Knowledge and Experience

Essential

- Minimum of NVQ level 3 (e.g. BTEC or ONC) in a relevant subject*
- Knowledge of good laboratory practice and/or laboratory safety issues *

Desirable

- A degree or equivalent in a relevant discipline*
- Experience of preparation and handling of clinical material*
- Several years' experience of working in an NHS or clinical research environment*
- Previous experience working in a quality managed environment (e.g. GCLP)*

Skills, Abilities and Competencies

Essential

- Knowledge of principles of Good Clinical Practices (GCP)
- Well-developed understanding of health and safety regulations and procedures
- Excellent verbal communication skills *
- Excellent written communication skills
- Good attention to detail and ability to ensure that tasks are undertaken to a high standard*
- Ability to work independently and also as part of a larger research team*
- Must be comfortable with working in both a clinical and University environment (this will include collecting samples directly from the operating theatre) *



- Willing to undertake some out of hours work and be able to work flexibly*
- Willing to travel between hospital sites
- Willing to undertake further training as necessary
- Competence using IT packages such as word, excel and powerpoint
- Ability to plan own work load

Desirable

- Good understanding of audit processes

****Criteria to be used in shortlisting candidates for interview***

Reason for Fixed Term Contract

The reason for the fixed term contract is stated in section 1.9 in the summary of contractual terms in your contract of employment.

Criminal Declaration

If you become an employee, you must inform your manager immediately, in writing, if you are the subject of any current or future police investigations/legal proceedings, which could result in a criminal offence, conviction, caution, bind-over or charges, or warnings.

Supporting University Activities

As a University of Leicester citizen, you are expected to support key university activities such as clearing, graduation ceremonies, student registration and recruitment open days. We expect all staff as citizens to work flexibly across the University if required.

University Values

Inclusive - We are diverse in our makeup and united in ambition. Our diversity is our strength and makes our community stronger.

Inspiring - We are passionate about inspiring individuals to succeed and realise their ambitions. We challenge our community to think differently, to get involved, and to constantly embrace new ideas.

Impactful - As Citizens of Change we will generate new ideas which deliver impact and empower our community

Equity and Diversity

We believe that equity, diversity and inclusion is integral to a successful modern workplace. By developing and implementing policies and systems that challenge stereotypes across all aspects of our work, we have a culture that recognises and values the diverse contributions of our staff which benefits everyone. Our strong values of inclusivity and equality support our efforts to attract a diverse range of





high quality staff and students, and identify our University as a progressive and innovative workplace that mainstreams equality, diversity and inclusion.

