



Job Title: Departmental Technician

Grade: 5

Salary: £25,138 to £29,605 per annum, pro rata if part-time

Department: Biomedical Services

Hours/Contract: Full-time, or job share considered, fixed term contract for 12 months

Job Family: Technical and Experimental

Reference: 10461

Role Purpose

You will be responsible for the management of rodent colonies. Act as a Named Animals Care and Welfare Officer (NACWO) under the Animals (Scientific Procedures) Act 1986.

Provide training and assistance in husbandry and regulated procedures to all users of the facility.

Main Duties and Responsibilities

Manage complex conventional, transgenic and genetically modified animal breeding programmes involving genetic programmes and protocol management highlighting areas of concern that could affect the breeding ensuring that the correct models are produced for the research teams.

- Maintenance of accurate and comprehensive records including regulated procedures performed and charges
- Advise researchers and team leader of potential issues with animal breeding programmes
- Takes the lead on training to colleagues and researchers in animal handling, schedule 1, breeding programmes and collection of DNA tissue samples

Carries out care and welfare duties in accordance with legislative needs:

- Clean out cages/ tanks
- Feed and water animals
- Thoroughly health check animals and report any concerns
- Provide guidance to colleagues and researchers on animal welfare concerns
- Ensure that equipment and environment are maintained in compliance with legislative requirements
- Maintains accurate records
- Takes the lead on training to colleagues and researchers

Performs and advises on scientific and technical procedures

- Provides training to colleagues in scientific and technical procedures including those that require prolonged anaesthetic





- Maintains accurate records
- Assists and advises colleagues and researchers on scientific procedures and the Animals (Scientific Procedures) Act 1986
- Reviews study protocols and procedures to ensure compliance to Home office Personal and Project licences is maintained

Acts as named person on the Establishment licence – Named animal care Welfare Officer (NACWO)

Attending AWERB and Name People meetings

Internal and External Relationships

- Daily contact with other NACWO's
- Daily contact with the Deputy facility manager/ In vivo services manager
- Regular contact with researchers/PPL holders
- Regular contact with NVS
- Regular contact with DBS admin
- Regular contact ancillary
- Occasional contact with visitors
- Occasional contact with Home office inspector
- Occasional contact with Estates personnel

Planning and Organising

- Plan and prioritise own work schedule to meet researcher and department requirements
- Plan and organise team work schedules in the absence of the Deputy facility manager/ in vivo services manager

Qualifications, Knowledge and Experience

Essential

- Holds IAT level 2 or relevant experience*
- Sound knowledge of the 1986 Animals (scientific Procedures) Act and accompanying guidance notes, recommendations and the code of practice*
- Holds a Home office licence Modules A & B in rodents*
- Good working knowledge of the relevant aspects of other legislation, e.g health and safety at Work Act (1974) and COSHH regulations 1999*
- Candidate will have substantial experience of working with animals in a scientific environment, in terms of colony management and carrying out regulated procedures. *

Desirable

- Completed Train the trainer assessment





- Holds a NACWO certificate

Skills, Abilities and Competencies

Essential

- Ability to demonstrate behaviours that are in accordance with the University values of inclusive, inspiring and impactful.*
- Ability to work independently or as part of a team*
- Excellent technical skills to meet research needs*
- Ability to assess and communicate problems and use own initiative to take appropriate action*
- Good communication
- Good administration skills
- Possess a caring attitude towards animals*
- Proven track record of multitasking skills*
- Use initiative to plan own (possibly others) work activities and tasks*
- A high level of personal integrity, dedication and progressive thinking
- Flexibility to respond to customers needs and requirements.

****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.

Additional Information

Flexible regarding working arrangements including out of hours - weekends, evenings, bank holidays and university closure days.

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 equity 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 equity, diversity and inclusion.

