

Job Title: Space Product Assurance Technician

Grade: 6

Salary: £28,331 to £32,817 per annum

Department: Physics and Astronomy

Hours/Contract: Full time, fixed term contract to 31 March 2022, with the expectation of extension subject to funding.

Reference: 1940

Role Purpose

To work closely with the SRC's Product Assurance Engineer (PAE) to ensure that projects meet the stringent standards expected in the space industry. Expected to proactively monitor and advise on project processes, ensuring that best practice is adhered to, that standards and processes are correctly understood, implemented and followed.

Working closely with the PAE and supportive project teams, to write and execute work plans, check, qualify and verify methodologies.

Main Duties and Responsibilities	% Time
Responsible for assisting project staff and supporting the PAE in the SRC project activities:	
Support the design and experimental test and verification processes to enable the project teams to demonstrate compliance to project requirements.	20
Assist the PAE in further developing internal processes and practices, including the monitoring of clean room contamination.	20
Assist engineering staff to set up and run AIV/AIT activities in compliance with PA/QA standards	10
Prepare reports to meetings, conferences and publication in journals.	10
To undertake appropriate duties as required by management and the Director	10
To maintain traceability of SRC assets and specialist tools (e.g periodic servicing and calibration)	10
To maintain traceability of high value items. (e.g cataloguing, incoming/outgoing inspection, bonded store operation, certificates of conformity)	20
Internal and External Relationships	
Internally: You will work as part of a team with colleagues in the SRC's engineering group and with Project PIs.	
Externally: You will also interact with external organisations on behalf of the SRC's PAE, e.g. ESA, CNES, and with industrial component suppliers and manufacturers.	



Planning and Organising

To provide support to the engineering teams in the planning of work sequences.(Sometimes involving spaceflight hardware) During these sequences, you will ensure that the correct PA processes are followed and that any required PA documentation is completed during the process.

These processes may often be carried out in SRC facilities such as cleanrooms where you will be responsible for ensuring that those around you are following the appropriate guidelines and PA processes. These processes will frequently involve personnel from external institutes.

You will be responsible for assessing working areas and their fitness for purpose on a periodic basis, e.g. cleanliness or potential ESD risks.

You will be responsible for scheduling the maintenance and periodic evaluation/servicing/calibration of SRC assets, facilities and measuring equipment associated with delivering the PA requirements on space projects.

Qualifications, Knowledge and Experience

Essential

- Educated to degree level in an applicable technology, engineering or science subject, or equally to HNC/HND with equivalent relevant experience or background*
- Demonstrate experience of a practical nature. We would welcome candidates from a diverse range of scientific or engineering disciplines: e.g. in medical, imaging, metrology, pharmaceutical, biological, mechanical, electronics or software*
- Understanding of the reasoning behind PA & QA activities
- Experience of working to standards set by an external organisation*
- Experience of following procedures and showing how results match the initial aims

Desirable

- Knowledge of space instrument build
- Ability to work within or knowledge of a cleanroom or similar specialist lab environment subject to protocols or other controls

Skills, Abilities and Competencies

Essential

- The ability to work in a team environment with diplomatic skills needed to motivate and persuade as appropriate
- Good attention to detail
- A good communicator
- Ability to work with minimal supervision
- Competency with computer office software

****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.

VITAL

The University encourages all staff to live our [VITAL values](#) which are:
Valuing People, Innovators, Together, Accountable, Leaders.

Equality and Diversity

We believe that equality, 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.

