



## **Job description**

<b>Job title:</b>	<b>Assistant Healthcare Scientist (Post No: 15017615)</b>
<b>Directorate:</b>	<b>Science Group/ Reference Services - Laboratories</b>
<b>Pay band:</b>	<b>AO</b>
<b>Responsible to:</b>	<b>Section Head</b>
<b>Base / location:</b>	<b>Colindale</b>
<b>Hours / sessions per week:</b>	<b>37.5 hours per week</b>
<b>Primary specialty:</b>	<b>Healthcare Scientist (Microbiologist)</b>
<b>Area of work:</b>	<b>Gastrointestinal Bacteria Reference Unit</b>
<b>Contract type:</b>	<b>Permanent</b>



The UK Health Security Agency exists to protect and improve the nation's health and wellbeing and reduce health inequalities. We do this through world-leading science, knowledge and intelligence, advocacy, partnerships and the delivery of specialist public health services. We are an executive agency of the Department of Health and Social Care, and a distinct delivery organisation with operational autonomy. We provide government, local government, the NHS, Parliament, industry and the public with evidence-based professional, scientific and delivery expertise and support.

We pride ourselves as being an employer of choice promoting equality of opportunity for all and we actively encourage applications from everyone, including groups currently underrepresented in our workforce.

UKHSA ethos is to be an inclusive organisation for all our staff and stakeholders. To create, nurture and sustain an inclusive culture, where differences drive innovative solutions to meet the needs of our workforce and wider communities. We do this through celebrating and protecting differences by removing barriers and promoting equity and equality of opportunity for all.

### **Short Summary**

- To undertake basic microbiology and molecular laboratory duties under supervision guided by standard operating procedures, protocols or systems of work based on training provided, and taking into account the operational requirements of the laboratory.



- You will be able to make judgments, plan activities and contribute to service development, and may have responsibility for supervision of some staff. Plus knowledge of how to deal with a range of non-routine activities, such as work allocation, problem solving for a team or area of work.
- Preference will be given to those candidates with previous laboratory experience, particularly in a microbiological environment.
- You will be required to be able to use the LIMS and general laboratory duties and to complement other members of the team. Training will be given, and we would be looking to develop the post holder to become competent in our techniques

### **Job description**

The Gastrointestinal Bacteria Reference Unit (GBRU) is a National Reference Laboratory and provides specialist and reference services for a specific range of hazard group 2 and 3 gastrointestinal and foodborne bacterial pathogens notably *Bacillus cereus*, *Clostridium perfringens*, *C. botulinum*, *E. coli*, *Listeria*, *Campylobacter*, *Helicobacter*, *Salmonella Shigella*, *Yersinia* and *Vibrio* species. GBRU works at local, regional, national and international levels to reduce the impact of food, water and environmentally borne illnesses on people's health. Activities include provision of bacterial typing services to assist national surveillance, the detection and investigation of outbreaks and specialist microbiological services for the examination of clinical, food, water and environmental samples. Currently, a combination of phenotypic and genotypic methods is used to detect, identify and type bacterial isolates and this increasingly involves the use of whole genome sequencing. We are streamlining workflows for different pathogens across the unit to facilitate implementation of new technology whilst maintaining the capability to perform standard reference methods. GBRU has a high priority in ensuring the safe running of laboratory services and the safety of all staff.

This is a laboratory-based role within GBRU with primary focus on service delivery, undertake laboratory procedures to a high degree of competence and, assisting senior staff members to maintain an excellent Safety and Quality Management Systems within the Unit to ensure compliance with accreditation standards.

### **Additional Wording**

[Insert if required]

### **Key Responsibilities**

- To ensure all quality procedures are followed and adhered to within the laboratory, and highlight to the senior staff or Lead Quality Manager any non-compliances as required.
- Contribute to internal and external audit programmes.
- Ensure compliance with UKAS & ISO 15189 and other accreditation and certification standards.
- Take every opportunity to suggest quality improvements



#### Asset Management

- Ensure efficient running and contribute to routine maintenance of all equipment, which will include high cost, complex equipment requiring calibration and regular maintenance is carried out following adequate training and competency assessment.
- Responsible for stock control of the Unit, ensuring sufficient stock levels are maintained for efficient service provision.
- To carry out performance checks on equipment.

#### Management

- Able to make decisions within defined limits of existing policy and operational process in conjunction with best practice and guidance from more senior staff and the lead Technical Laboratory Manager.

#### Strategy, Policy and Service Development

- To support the implementation of new methods and technologies into the laboratory, in order to maximise quality and efficiency of testing.

#### IT infrastructure

- To be competent in the use of the laboratory's IT systems and provide data to more senior staff as appropriate.

#### Security, Health & Safety

In collaboration with the lab safety officer and complying with safety policies and procedures:

- To ensure confidentiality and conformity to the requirement of the Data Protection Act, Caldicott principles and the laboratory Information Systems and Technology Security policy.
- To ensure that health and safety are afforded priority and to demonstrate commitment to health, safety and welfare of self, staff and visitors.
- To ensure attendance of self and managed staff on safety training courses as required in the UKHSA Health & Safety training Policy and other safety policies as appropriate.
- To agree to implement and follow safety objectives.
- To ensure that risk assessments are implemented and maintained.
- To notify accidents, near misses, dangerous situations and shortcomings in health and safety via the appropriate management structure.

#### PROFESSIONAL DEVELOPMENT

- Identify, discuss and action own professional performance and training / development needs with your line manager through appraisal / individual development plan. Attending internal / external training events
- To participate in all mandatory training as required, i.e. fire safety, information governance and all other mandatory training.

#### KEY WORKING RELATIONSHIPS

The post holder will develop working relationships and communicate regularly with a wide range of individuals, clinical and non-clinical, internal and external to UKHSA. This will include;



**Internal**

- Laboratory Management team
- Laboratory staff across BRD
- Other laboratory staff throughout the MS division and UKHSA

**External**

- Laboratory Management team
- Laboratory staff across BRD
- Other laboratory staff throughout the MS division and UKHSA

**Essential Criteria:**

Description	Essential	Desirable	Assessment
<b>Qualifications</b>			
Educated to A level (or BSc)/NVQ level 3 standard or equivalent to Diploma level	✓		A/I/C
Undertaking or Educated to IBMS Cert of Achievement Part II level or equivalent level of qualification		✓	A/I/C
<b>Knowledge and experience</b>			
Experience in working in a CL2 laboratory including the use of bacteriology or molecular techniques	✓		A/I
Knowledge and understanding of laboratory safety requirements and procedures	✓		A/I
Working knowledge of Microsoft Office including Word and Excel	✓		A/I
Previous experience of working in a laboratory environment using computerized data systems	✓		A/I
Well-developed physical skills, especially in the manipulation of pipettes and other laboratory	✓		A/I
Good understanding of quality assurance principles and procedures	✓		A/I
<b>Skills and capabilities</b>			
Able to work on own initiative, organising own workload to set deadlines		✓	A/I
Able to deal with problems in a calm and efficient manner	✓		A/I
Able to follow Standard Operation Procedures	✓		A/I



Equality and diversity			
An understanding of and commitment to equality of opportunity and good working relationships	✓		I

Job description agreed with the post holder: **15017615**

Employee signature:

Date:

Print name:

Manager's signature:

Date:

Print name: