

Research Technician (Peptide Synthesis)

Faculty Of Life Sciences

School of Chemistry and Biosciences



Job Description and Person Specification

Job Title:	Research Technician (Peptide Synthesis)
Grade:	6
Vacancy Reference:	HR0097519
Faculty / Directorate:	Faculty of Life Sciences
Service / Department:	School of Chemistry and Biosciences
Location:	Richmond Building, City Campus (Peyton Lab)
Reports to:	Clare-Louise Peyton
Responsible for:	N/A

Main Purpose

- To support an Academy of Medical Sciences funded project by performing peptide synthesis, purification and analysis as required to examine the consequence of specific post-translational modifications within amyloid peptides.
- To ensure and support a safe laboratory environment through preparation and review of standard operating procedures (SOPs), risk assessments and COSHH assessments and any other necessary documentation related to this purpose.

Main Duties and Responsibilities

1. Perform solid-phase peptide synthesis, including purification and analysis to assess sequence and purity with minimal or no supervision.
2. Ensure Good Laboratory Practise (GLP) is adhered to in the laboratory and maintain clear records of work undertaken.
3. Testing of samples using standard scientific methods or adaptations of standard methods, as guided by the principle investigator, with minimal or no supervision.
4. Assist in the characterisation of experimental samples under the guidance of the principle investigator with minimal supervision.
5. Data analysis of experimental data collected by themselves under academic direction.
6. Communication of any laboratory issues to professional services and line manager.
7. Prepare SOPs, risk assessments, COSHH assessments and any related documentation as part of university procedures for good laboratory practice and submit to line manager for approval.

8. Ensure that health and safety requirements are adhered to, including special requirements for minimising biological and chemical hazards.
9. Have good oral and written communication and use email and software applications to monitor lab supplies, prepare and coordinate purchase orders, and prepare reports of experimental work to successfully meet deadlines provided.
10. Support the line manager in the day-to-day training and supervision of undergraduate and postgraduate students working on projects within the Peyton research group and be responsible for student supervision during short-term absences of the line manager.
11. Support and maintain good relationships with external collaborators and service providers.

This document outlines the duties required at the current time to indicate the level of responsibility. It is not a comprehensive or exhaustive list and may vary to include other reasonable requests as directed by University management which do not change the general character of the job or the level of responsibility entailed.

University of Bradford

Values

It is the responsibility of every employee to uphold the University values of:

- encouraging participation and openness;
- encouraging creativity and innovation;
- supporting academic freedom and respecting the right to express diverse points of view;
- providing equal opportunities for all staff and students to achieve their full potential;
- applying the best ethical standards in everything we do.

Information Governance

Employees have a responsibility for all records (including student, health, financial, personal and administrative) that are gathered or used as part of work undertaken with the University. The records may be paper, electronic, microfiche, audio or videotapes, or x-ray images. An employee must consult their manager if they have any doubt as to the correct management of the records with which they work.

Employees are required to uphold the confidentiality of these records held by the University, whether student records or corporate information.

Employees are responsible for the quality of data entered by themselves, or on their behalf, on the university's computerised systems or manual records (paper records) and must ensure that such data is entered accurately to appropriate data standards, in a timely manner to ensure high standards of data quality in accordance with University policies, the requirements of the General Data Protection Regulations 2018 and any other relevant legislation.

To support these requirements all employees must maintain confidentiality and abide by the General Data Protection Regulations 2018 at all times.

Additionally employees will be required, when and where appropriate to the role, to comply with the processing of requests under the Freedom of Information Act 2000.

All employees will be given the necessary training to enable them to adhere to these requirements.

Working with Vulnerable Groups

All employees of the University who have contact with children, vulnerable adults, service users and their families must familiarise themselves, be aware of their responsibilities

and adhere to the University's policy and policies and the Safeguarding Vulnerable Groups Act 2006.

Where appropriate employees will be given the necessary training to enable them to adhere to these requirements.

Health, Safety and Wellbeing

Health and Safety is a partnership between employee and employer each having responsibilities, as such all employees of the University have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. It is also the responsibility of all employees, that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

All employees have a duty to report any practice that you consider compromises standards of health and safety and risk. The Code of Practice on Public Interest Disclosure (Whistleblowing) details the process and advises on the protection from unfair treatment for an individual who raises such concerns.

Employees are required to co-operate with management to enable the University to meet its own legal duties and to report any circumstances that may compromise the health, safety and welfare of those affected by the university's undertakings.

Managers should note they have a duty of care towards any staff they manage; academic staff also have a duty of care towards students. As part of this you will need to ensure you are familiar with any relevant Health and Safety policies and procedures; seeking advice from the Central University Health and Safety team as appropriate.

University Policies

The University operates a range of policies (available on the University intranet and Service Now). All employees must observe and adhere to the provisions outlined in these policies.

Equality and Diversity

It is the responsibility of every employee to act in ways that support equality, diversity and inclusivity and to work within the spirit and detail of the law, including the Equality Act 2010 and the Human Rights Act 1998.

The University provides a range of services and employment opportunities for a diverse population. Employees will treat all students and colleagues with dignity and respect irrespective of their background.

Employees are responsible for ensuring the University develops a culture that promotes equality and values diversity. This responsibility includes services and functions the University provides and commissions, to students, colleagues, partners in other organisations, visitors and members of the public.

Training

Employees must attend any training that is identified as mandatory to their role.

Post Specification

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	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• First degree, e.g. BSc 2.i or above, or equivalent qualification in Chemistry or Chemistry-related discipline	<ul style="list-style-type: none">• Post-graduate research experience• Membership of a relevant professional body• Recognised IOSH qualification
Experience, Skills and Knowledge	<ul style="list-style-type: none">• Knowledge and experience in performing manual solid-phase peptide synthesis• Experience of high performance liquid chromatography (HPLC) and its use in purifying peptides• Experience of Mass Spectrometry (MS) of peptides• Understanding and ability to work to good laboratory practice (GLP) standards and keep complete and accurate records• Experience in health and safety procedures, including COSHH and risk assessments• Excellent IT skills and a working knowledge of MS Office package	<ul style="list-style-type: none">• Experience of Laboratory Information Systems (LIMS) and use of electronic laboratory notebooks• Experience of using project management software to manage deadlines and laboratory supplies• Interest in computationally driven analysis and calculations for predicting peptide conformations

	Essential	Desirable
Job Specific Requirements (please delete this section if not applicable)	<ul style="list-style-type: none"> • Skilled in manual solid-phase peptide synthesis, cleavage methods and purification protocols • Ability to prepare and analyse peptide samples for chromatography and spectrometry analysis 	<ul style="list-style-type: none"> • Experience of NMR spectroscopy applied to proteins and peptides • Experience in the study of peptide/protein aggregation • Experience in synthesis with non-natural amino acids
Personal Attributes	<ul style="list-style-type: none"> • An ability to meet and respond to conflicting deadlines. • Good interpersonal skills and an ability to communicate well with others and work as part of a team • Commitment to quality research • Understanding of the University's commitment to Equality and Diversity 	<ul style="list-style-type: none"> • Committed to continuing personal and/or professional development