UNIVERSITY OF CAMBRIDGE
MUSEUMS
& BOTANIC GARDEN

Senior Chief Building Services Technician

maa
museum of archaeology and anthropology

Closing Date: 28 November 2026
Job Reference: JU51662









Race Equality Charter Bronze Award

We are a Living Wage Employer

disability confident COMMITTED

Athena SWAN Silver Award

Senior Chief Building Services Technician

Salary:

£34,630 - £40,704 per annum

Contract:
Permanent

Location:
Cambridge City Centre

Faculty / Department:
Museum of Archaeology & Anthropology

Responsible to:
Head of Museum Operations

Working Pattern:
1FTE



Purpose of the role

The Museum of Archaeology and Anthropology is seeking to appoint a Senior Chief Building Services Technician. The main purpose of the role is to oversee the maintenance of building services and contribute to building care in order to support the effective operation of museum activity at the Downing Street site, Centre for Material Culture and other storage facilities. To work with a Workshop Technician to make object mounts and prepare spaces for exhibitions and gallery redisplay, which supports the delivering the vision of the Curatorial staff. To supervise contractors in the museum environment and be responsible for aspects of museum security.

Key responsibilities

Workshop

- Organise the work programme of Museum workshop, supervise the Workshop Technician and any other technical staff using this space.
- Be technically competent in the operation of workshop machinery and equipment, carry out safety checks and keep records accordingly.
- Oversee safe working practices in the workshop.
- Equipping the workshop with both machinery and consumables, i.e. chemicals, wood, plastics, metal.

Buildings

- Maintenance of fabric and services of sites used by MAA; including assessing and delivering what can be done in-house or what is issued as a job via the Estates portal.
- Supervise contractors on museum premises.
- Oversee the issue of permits for maintenance work (electrical, hot work, general maintenance) in accordance with regulations.
- Liaise with staff on all planned maintenance, to ensure each task is executed in a safe and technically acceptable manner.
- Care of stores used for museum collections.

Exhibition/Gallery support

- Museum display work including making plinths, mounts, etc. and installation of artefacts.
- Preparing the layout of spaces by moving cases.

Safety, security & other duties

- Carry out risk assessments for activity in conjunction with the Museum's Departmental Safety Officer and other appropriate personnel.
- Maintain records for fire safety and health and safety, ensure all building records are up-to-date, inspect electrical installations and report abnormalities.
- Ensure colleagues are familiar with relevant equipment and processes.
- Manage security systems; play a part in MAA's Emergency Plan.
- Assist with building evacuations.
- Play an active part in relevant meetings within MAA, with Estates division and external contracts.
- Occasional support of conservation activity, dependent on experience.
- Logistical support for transportation between sites.

Person Specification

Criteria	Essential	Desirable
Experience		
Experience of building maintenance	✓	
Experience across a range of disciplines in relation to buildings and museum maintenance.	✓	
Understanding of museum environment and experience of making mounts for museum objects	✓	
Experience of working with Museum objects		✓
Understanding of principles of conservation in a museum context		✓
Experience of managing a member of staff		✓
Skills		
Good diagnostic and problem-solving skills	✓	
Ability to build professional relationships with colleagues, contractors, Estates division staff and others.	✓	
Working knowledge of health & safety and fire safety legislation	✓	
Demonstrate advanced knowledge of Building Services involving a critical understanding of relevant theory and/or principles	✓	
Good IT skills	✓	
Capacity to safely handle museum objects, including loans	✓	
Good attention to detail	✓	
Ability to prioritise workload	✓	
Fuil, clean driving licence		✓
Education		
Degree/Level 6 vocational qualification or equivalent level of practical experience	✓	
Other requirements		
This role involves physical activity and desk-based work. Some out of hours working would be required in emergency situations or for security reasons (as part of a team). The postholder has responsibility, with others, for aspects of museum security. The postholder may use some hazardous chemicals and will use workshop machinery.		

Behavioural Attributes

This section summarises the behavioural attributes (or competencies) that we expect the role holder to be able to demonstrate, at what level and whether this is an essential or desirable requirement. Full definitions are at: https://www.hr.admin.cam.ac.uk/policies-procedures/behavioural-attributes

Please review these and provide specific examples in your application of how you have demonstrated these attributes in your work, education or other experience. It will assist your application if you explain the situation, what you did and what the outcomes were.

Attribute	Level
Valuing Diversity	A
Achieving Results	C
Communication	C
Innovation and Change	C
Negotiating and Influencing	C
People Development	C
Relationship Building	C
Strategic Focus	C

Professional Services Values

Developed by professional services staff, our values underpin everything we do. By living the values in the work we do, we hope to foster an environment where staff feel empowered. The values encourage staff to; work together and share skills to create a sense of community, act with integrity, take an inclusive and fair approach and develop honest and open relationships that are underpinned by our shared values. We encourage applicants to consider these values within their application.



The Museum of Archaeology & Anthropology

The Museum of Archaeology & Anthropology (MAA) is one of the most important collections of its kind in the UK. The collections in our care span nearly 2 million years of human history and prehistory, and all inhabited continents, from the archaeology of the Cambridge region to ancient Egypt, and ethnographic artefacts and photographs from Papua New Guinea to the Arctic.

MAA is part of a consortium of eight University of Cambridge Museums and the Botanic Garden (UCM). It is a sub-department of the Department of Social Anthropology and is a key resource for teaching and research, particularly in partnership with the departments of Social Anthropology and Archaeology.

The collections are Designated for their national and international importance, and attract visitors from across the world. We maintain a programme of temporary exhibitions and loans to major exhibitions within the UK and internationally. For information about MAA's staff, collections and programmes see www.maa.cam.ac.uk.

The collections are extraordinarily diverse, materially and culturally as well as in terms of size and fragility. They represent the cultural heritage, history and creative spirit of peoples in Africa, the Americas, Asia, Oceania and Europe including the UK, covering the earliest periods of human prehistory to the work of contemporary artists, scholars and activists.

We also hold one of the UK's most extensive collections of global textile and costume, substantial Roman sculptures, fragile plaster casts and boats from across the world among many others. They have cultural significance to communities locally and around the world, as well as important research value, and MAA is committed to addressing and exploring their histories, making them available to the widest possible audience. The collections can be searched through MAA's online public catalogue at www.collections.maa.cam.ac.uk.

MAA works closely with research partners in the University and beyond, including institutions, communities, artists and practitioners across the world. Current and future projects include collaborative research focusing on West Africa, East, Southeast and South Asia, tracing of the material and intellectual legacies of enslavement across the University and a continuation of the UCM Bridging Binaries tours, which highlight non-normative gender and sexual identities through a range of LGBTQ+ related objects.



University of Cambridge Museums

University of Cambridge Museums (UCM) is a consortium of eight University Museums, including the Museum of Archaeology and Anthropology, and the Cambridge University Botanic Garden. Together, we represent the UK's highest concentration of internationally important collections outside London. With more than five million works of art, artefacts and specimens, the collections span 4 and a half billion years.



The University's collections are a world-class resource for researchers, students and members of the public. The Museums and Garden exist for all. We open up the University's cutting-edge research and marvellous objects for everyone to learn from and enjoy.

We are: the Museum of Archaeology and Anthropology, Cambridge University Botanic Garden, Museum of Classical Archaeology, the Fitzwilliam Museum, Kettle's Yard, the Polar Museum, the Sedgwick Museum of Earth Sciences and the Museum of Zoology. More information about each museum, its collections and activities as well as the work of the University of Cambridge Museums can be found at www.museums.cam.ac.uk.



Since 2012, the consortium has been funded by a generous grant from Arts Council England. Our aim is to enable more people to engage with our collections, expertise and research.

We work closely with the University's other collections including the University Library, Colleges and Departments, as well as local and national partners. We are proud to be members of the national University Museums Group and Cambridge Arts and Cultural Leaders.

The Change Makers Action Group (CMAG) is a democratic group of colleagues from across UCM whose aim is to drive diversity and representation within the organization and our audiences. They encourage and create better understanding and representation at every level of our organisations and ultimately make the museums and Botanic Garden more relevant spaces for all people.



Terms of Appointment

Tenure and probation
Appointment will be made on a permanent basis and will be subject to satisfactory completion of a six-month probationary period.

Hours of Work and Working Pattern
36.5h per week, Monday to Friday. For practical reasons the role tends to start early and finish correspondingly early. Some out of hours work is expected in an emergency situation or for security reasons.
The postholder works between the two MAA sites, plus occasional other locations.

Pension
You will automatically be enrolled to become a member of CPS (Contributory Pension Scheme) – a defined benefit and defined contribution pension scheme. For further information please visit: www.pensions.admin.cam.ac.uk

Annual leave
Full-time employees are entitled to annual paid leave of 36 days inclusive of public holidays.

General information

Pre-employment checks

Right to work in the UK
We have a legal responsibility to ensure that you have the right to work in the UK before you can start working for us. If you do not have the right to work in the UK already, any offer of employment we make to you will be conditional upon you gaining it.

Health declaration
Once an offer of employment has been made the successful candidate will be required to complete a work health declaration form.

Qualifications
The person specification for this position lists qualifications that are essential and/or desirable. Please note that if you are offered the post you will be asked to provide your relevant original certificates of these qualifications.

References
Offers of appointment will be subject to the receipt of satisfactory references.

Screening Checks:
This role requires a basic disclosure standard Disclosure and Barring Service (DBS) check and a security check. Any offer of employment we make to you will be conditional upon the satisfactory completion of this/these checks; whether an outcome is satisfactory will be determined by the University.

Equality and Diversity
MAA and the University of Cambridge Museums are committed to inclusion and diversity within our institutions and across the sector, and we particularly welcome applications from Black, Asian and Minority Ethnic candidates as they are under-represented within the Museum and the University.

Information if you have a disability
The University welcomes applications from individuals with disabilities. We are committed to ensuring fair treatment throughout the recruitment process. We will make adjustments to enable applicants to compete to the best of their ability wherever it is reasonable to do so and, if successful, to assist them during their employment. Information for disabled applicants is available at http://www.admin.cam.ac.uk/offices/hr/staff/ disabled/

We encourage you to declare any disability that you may have, and any reasonable adjustments that you may require, in the section provided for this purpose in the application form. This will enable us to accommodate your needs throughout the process as required. However, applicants and employees may declare a disability at any time.

If you prefer to discuss any special arrangements connected with a disability, please contact, the Head of Museum Operations, who is responsible for recruitment to this position.

The University

The University of Cambridge is consistently ranked one of the best universities in the world, achieving academic excellence through its Faculties, Departments and other Institutions, together with the 31 Colleges.

The University is renowned for its record of discovery and innovation. It is one of the great institutions, with a regional, national and global reach, attracting the very best and brightest minds. Our staff and students shape the world around us for the better: we attract and partner with like-minded people.

Whether contributing to the development of new anti-cancer drugs, adding to the understanding of how black holes are formed, revolutionising the study of ancient settlements, convening academic expertise to offer solutions to the climate crisis, or analysing public attitudes towards democracy around the world, the University's research is remarkable in its breadth, quality and impact. The University also sits at the heart of Europe's largest technology cluster and has catalysed more than 1,500 high-tech companies. And yet what inspires our 24,000 students and 13,000 staff is not what has already been achieved, but what is possible in the future.

The education and experience of our students, based on a partnership between the University's academic Departments and Faculties and the 31 Colleges, is second to none. Every student is a member of one of the Colleges, each a community of students, academics and staff drawn from across the University's comprehensive range of subject areas.



The University is a self-governing community, with a system for decision-making that provides a high degree of accountability and transparency to its members. Each Department and Faculty is part of one of six academic Schools, but each of them, and each individual academic, has a great deal of autonomy. The Colleges are independent and self-governing, working in a symbiotic relationship with the University.

The University has a number of Institutions that are independent of any Faculty or Department and are not part of the academic Schools. These include the Institute of Continuing Education (which provides high-quality education to adults throughout their lives), the Fitzwilliam Museum, Kettle's Yard (an historic house and gallery that holds important collections of modern art) and the University Library. In addition to their diverse contributions to University and public life, these non-School Institutions are also important centres of teaching and research.

Cambridge University Press & Assessment provides academic publishing, examinations and learning materials worldwide, supporting the dissemination of research, academic development at school and in higher education, and international student mobility. Legally, the Press & Assessment is a department of the University. It provides very important funds to invest in the academic purposes of the University.

The University has made truly remarkable contributions to the sum of human understanding, with breakthrough ideas and discoveries that have changed the way we understand ourselves, our planet, and the universe around us. Yet the global and national contexts in which it operates are fast-changing and increasingly filled with uncertainty. In a world that is becoming - politically, economically, socially, and technologically – ever more interconnected but even less equal, the University's mission – "to contribute to society through the pursuit of education, learning and research at the highest international levels of excellence" – has never been more relevant.



About Us

The University is one of the world's leading academic centres. It comprises 150 faculties and departments, together with a central administration and other institutions. Our institutions, museums and collections are a world-class resource for researchers, students and members of the public representing one of the country's highest concentrations of internationally important collections.

The University has an annual income of £2 billion. Research income, won competitively from the UK Research Councils, the European Union (EU), major charities and industry, exceeds £500 million per annum and continues to grow.

The Colleges and the University remain committed to admitting the best students regardless of their background and to investing considerable resources both in widening access and financial support. The 31 Colleges are self-governing, separate legal entities which appoint their own staff. Many academic staff are invited to join a College as a Teaching Fellow, which provides a further social and intellectual dimension. The Colleges admit undergraduate students, provide student accommodation and pastoral support and deliver small group teaching for undergraduates.

The University awards degrees and its faculties and departments provide lectures and seminars for students and determine the syllabi for teaching.

Our instinct for seeking out excellence and setting up enduring and mutually beneficial collaborations has led us to establish strategic partnerships across the globe. Whether it is the successful Cambridge-Africa Programme involving universities in Ghana, Uganda and elsewhere on the African continent; or the close association with the government of India to pursue new research in crop science; or the creation, with Germany's Max Planck Institutes, of a Cambridge-based centre for the study of ethics, human economy and social change – international partnerships are now an inextricable part of the University's make-up.

"Through its outstanding education, research and innovation, the University of Cambridge has made – and continues to make – a lasting contribution to human knowledge and is flourishing. By working at the University of Cambridge, you will be joining a vibrant community of students, scholars and professional services staff committed to supporting and enhancing the University's mission to contribute to society."

Professor Deborah Prentice,

Vice Chancellor 2023



Working at the University

Working at Cambridge you will join a diverse, talented and innovative community, with more than 24,000 students and over 13,000 staff from all walks of life and corners of the world.

The University continually explores strategies to attract and retain the best people. It is committed to supporting its staff to achieve their best. We are a fair, diverse and inclusive society and we believe our staff are our greatest asset. There is strong commitment to developing institutional leadership and supporting and encouraging staff development at all levels.

The University offers a variety of roles including academic, research, professional, managerial and support roles. We also offer extensive benefits and excellent learning opportunities within a stimulating working environment.

The University's estate is undergoing the most significant transformation in its history. Cambridge has been able to create a science and technology campus to the west of the city centre, and is expanding further to the north west of Cambridge including investing in affordable homes for University key workers and community facilities. Even with their continued development, the University remains within walking or cycling distance across the campus. The University is a major partner on the Cambridge Biomedical Campus and continues to redevelop its historic city centre sites demonstrating a clear determination to ensure that we can offer the best facilities and opportunities for our staff and students.



Equality, Diversity and Inclusion

The University has built its excellence on the diversity of its staff and student community. We aim to be a leader in fostering equality and inclusion, and in promoting respect and a sense of belonging for all. We encourage applications from all sections of society. All appointments are made on the basis of merit. We have an Equal Opportunities Policy, along with a range of diversity groups, including the Women's Staff Network, Race Equality Network and LGBT+ Staff Network. More details are available here: http://www.equality.admin.cam.ac.uk/

The University has a bronze Race Equality Charter award, with a framework for improving the representation, progression and success of minority ethnic staff and students within higher education. Furthermore, the University's silver Athena swan award recognises and celebrates good practice in recruiting, retaining and promoting gender equality.

Living in Cambridge

Cambridge is rich in cultural diversity. From beautiful University and College buildings, museums and art galleries, quaint gardens and punts on the River Cam, to a vibrant restaurant and café scene, our employees are surrounded by the wonderful features of this unique city.

You can find a wide-range of high street shops and 3 shopping centres, with independent alternatives at the historic market and nestled within the passageways in the city centre. You will find a cinema, bowling alley, a nightclub and various live performances at the Cambridge Leisure Park, with further entertainment options at the Corn Exchange, Arts Theatre and the ADC Theatre. Further information can be found on the Visit Cambridge website.

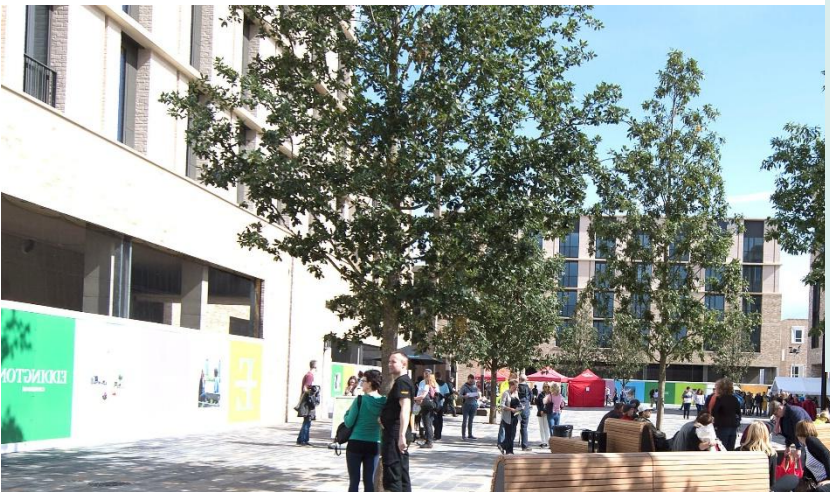
If you prefer the faster pace of life, London is a 45-minute train journey away. For those travelling from overseas, Stansted Airport is just 45 minutes away and Heathrow Airport under 2 hours away. The University is a short distance from a host of other attractions such as Ely Cathedral, Newmarket Races and various wildlife parks and stately homes. Cambridge is also within easy reach of the beautiful Broads and coastlines of Norfolk and Suffolk.

Relocation Support

The University recognises the importance of helping individuals to move and settle into a new area. We provide support and guidance to those relocating internationally or domestically to take up a post at the University of Cambridge, liaising with other University offices and selected partners to ensure comprehensive relocation support is available. This includes: accommodation, childcare, schools, banking, immigration and transport. If you would like further information, please visit https://www.accommodation.cam.ac.uk/RelocationService/. The Shared Equity Scheme and the Reimbursement of Relocation Expenses Scheme provide financial assistance to qualifying new members of

Accommodation Service

The University Accommodation Service helps staff, students and visiting scholars who are affiliated to the University in their search for suitable accommodation in Cambridge. The dedicated accommodation team can provide access to a wide range of University-owned furnished and unfurnished properties, and has a database of private sector accommodation available for short and long-term lets. For further information and to register with this free service please visit: https://www.accommodation.cam.ac.uk/





What Cambridge can offer

We offer a comprehensive reward package to attract, motivate and retain high performing staff at all levels and in all areas of work.

The University offers a wide range of competitive benefits, from family leave entitlement, to shopping and travel discount schemes. Our generous annual leave package contributes to the positive wellbeing of our University employees. Sabbatical leave enables academics to focus on research and scholarship, whilst still maintaining their full salary. The University also has a career break scheme for academic and academic-related staff, with additional flexible working policies for all other staff.



Pay and benefits

The University salary structure includes automatic service-related pay progression in many of its grades and an annual cost of living increase. In addition to this, employees are rewarded for outstanding contribution through a number of regular pay progression schemes. The University offers attractive pensions schemes for employees, with an additional benefit of a salary exchange arrangement providing tax and national insurance savings.



CAMbens employee benefits

The University offers employees a wide range of competitive benefits, known as CAMbens. CAMbens offers something for everyone across a range of categories, including:

- Financial Benefits, including shopping discounts (both local and national) and a Payroll Giving scheme;
- Relocation and Accommodation Benefits, including relocation assistance and interest-free Rental Deposit Loans;
- Travel Benefits, including Cycle to Work, discounts on train season tickets and interest-free Travel to Work loans;
- Family Friendly and Lifestyle Benefits, including support with childcare and family friendly policies;
- Health and Wellbeing Benefits, including a University Staff Counselling Service, discounts at the University Sports Centre, and other local gyms, and healthcare schemes.

What Cambridge can offer

Family-friendly policies

The University recognises the importance of supporting its staff. We have a range of family-friendly policies to aid employees' work-life balance including a generous maternity, adoption and shared parental leave entitlement of 26 weeks' full pay, and paid emergency leave for parents and carers.

Other family-friendly support includes:

Our highly regarded workplace nurseries, a childcare salary exchange scheme and a high-quality holiday Playscheme are available to help support University employees with caring responsibilities (subject to demand and qualifying criteria). Further childcare information can be found here: https://www.childcare.admin.cam.ac.uk/

The Newcomers and Visiting Scholars Group (https://www.nvs.admin.cam.ac.uk/) is an organisation within the University that welcomes the partners and families of visiting scholars and new members of the University. Run by volunteers, the group offers opportunities to visit interesting Cambridge venues, learn about the community, take part in social events and gain local knowledge while developing a strong support network of both residents and other newcomers.



Your wellbeing

The University's Sport Centre, Counselling Services and Occupational Health are just some of the support services available to University employees to promote their physical and mental wellbeing. The University delivers The Festival of Wellbeing annually, which is a programme of stimulating talks and activities, which aim to promote wellbeing and good mental and physical health. The University also hosts the Cambridge Festival, which is a great opportunity to get your first taste of public engagement, through volunteering, supporting hands-on activities or proposing a talk.

Development opportunities

We support new employees to settle in through various activities as well as supporting their professional and career development on an ongoing basis. Our Personal and Professional Development (PPD) team provide development opportunities for all University employees, including face-to-face sessions, online learning modules and webinars. All employees also have unlimited access to LinkedIn Learning to support their development. Both new and existing employees can undertake funded Apprenticeships, which lead to a range of vocational and professional qualifications. We offer reduced staff fees for University of Cambridge graduate courses and the opportunity to attend lectures and seminars held by University departments and institutions. A range of University training providers also offer specialist learning and development in their own areas e.g. teaching and learning, digital literacy, finance, health and wellbeing, safety.

How to apply

Applications should be submitted online via the University of Cambridge jobs page www.jobs.cam.ac.uk by clicking “Apply online” in the job advert. You will need an email address to register for our online system.

Conversations about flexible working are encouraged at the University of Cambridge. Please feel free to discuss flexibility prior to applying (using the contact information below) or at interview if your application is successful.

Informal role enquiries are welcomed and should be directed to:
Lucy Hockley, Head of Museum Operations. **Email:** leh70@cam.ac.uk

If you have any queries regarding the application process, please contact: **Faculty HR at** hr@hsps.cam.ac.uk. Please quote reference JU51662 on your application and in any correspondence about this vacancy.

The closing date for applications is: Saturday 28 November 2026
Interviews will be held in-person on: Wednesday 9 December 2026

