IMPERIAL

Laboratory Assistant

Department/Division/Faculty:	Mechanical Engineering, Faculty of Engineering
Campus/Location:	South Kensington and St. Mary's Hospital
Job Family/Level:	Technical Job Family, Level 2b (Professional, Technical, Operational and Learning salary scale)
Responsible to:	Facility Manager at The Helen Hamlyn Centre
Key working Relationships (Internal):	Helen Hamlyn Centre Operational and Facilities team, the Centre's academics, research staff and students, users of the Centre's Core Facilities, Departmental safety and technical staff
Key Working Relationships (External):	Multi-Scale Medical Robotics Centre (MRC) staff and researchers, equipment suppliers and service engineers
Contract type:	Full time, Fixed term up to 2 years in the first instance

Purpose of the Post

The Helen Hamlyn Centre for Robotic Surgery, part of Imperial's Institute of Global Health Innovation develops robotics, imaging and sensing technologies for surgery, with a strong focus on clinical translation. The Centre brings together a number of research laboratories, together with Core Facilities and open-access equipment used by staff and students across Imperial and beyond.

The post is funded by InnoHK (the Hong Kong Government's research clusters programme) as part of an ongoing collaboration with the Multi-Scale Medical Robotics Centre (MRC) in Hong Kong and will primarily support the establishment of a joint MRC–Helen Hamlyn laboratory, which will focus on clinical translation of novel technologies for minimally-invasive robot-assisted surgery. In the initial phase, the Laboratory Technician will support the establishment of the laboratory, including the reorganisation of laboratory spaces, the commissioning of new equipment and the development of standard operating procedures, best practices and risk assessments. Once the laboratory is operational, they will carry out its day-to-day technical running, preparing it for experimental sessions, including work with animal and human cadaveric samples, supporting researchers, and ensuring that samples, equipment and waste are handled safely and in line with regulatory requirements.

The post holder will also support the Helen Hamlyn Centre more widely, helping with the routine upkeep of its other research laboratories and Core Facilities, including shared equipment such as 3D printers, user training, chemical inventories, waste management and health and safety. Working as part of the Centre's

Operational and Facilities team, they will work with minimal direct supervision, resolving routine problems independently and referring more complex matters to the Facility Manager. The post holder will be supported in their training and professional development.

This is a primarily on-site role across the South Kensington and St Mary's campuses.

Key Responsibilities

Establishment and Operation of the Joint MRC–Helen Hamlyn Laboratory:

- Support the reorganisation of the spaces allocated to the joint laboratory, including the clearance, relocation and set-up of equipment, working with the Facility Manager, Imperial's Estates team and contractors.
- Assist with the installation and commissioning of new equipment, liaising with suppliers and service engineers, attending user training, carrying out acceptance checks and maintaining equipment records and manuals.
- Contribute to the development of standard operating procedures, best practices, risk assessments and Control of Substances Hazardous to Health (COSHH) assessments for the laboratory, including procedures for the receipt, storage, use and disposal of animal and human cadaveric samples, under the guidance of the Facility Manager and the Departmental Safety Officer.
- Utilise laboratory systems such as stock control, equipment booking, sample tracking and waste management, so that the laboratory is ready for use.
- Once the laboratory is operational, carry out its day-to-day technical running, preparing equipment and consumables for experimental sessions in which surgical robots are tested on animal and human cadaveric samples, and supporting researchers during their work.
- Handle and dispose of clinical and biological waste, and animal by-products, in accordance with College procedures and relevant regulations.
- Carry out routine maintenance and checks of laboratory equipment, resolving simple issues independently and reporting more complex faults to the Facility Manager or suppliers.
- Monitor and replenish stocks of consumables and personal protective equipment, following set stock control procedures, so that the laboratory is always ready for use.

Centre Laboratories and Core Facilities:

- Carry out the routine upkeep of the Centre's other research laboratories and Core Facilities, ensuring that work areas, equipment and consumables are organised and ready for use.
- Maintain shared equipment such as 3D printers, carrying out routine maintenance, managing consumables and supporting the equipment booking system.
- Provide inductions and training to staff and students in the safe use of shared equipment and laboratory procedures, and advise users on routine aspects of their work in the laboratories.
- Carry out regular reviews of chemical inventories, ensuring that chemicals are correctly labelled, stored and recorded, and that out-of-date or unwanted chemicals are disposed of safely. Arrange the collection and disposal of chemical and other hazardous waste across the Centre's laboratories.

Health and Safety:

- Follow and help maintain health and safety procedures across the Centre's laboratories, carrying out routine safety checks and inspections, and reporting and following up any issues.
- Contribute to the preparation and review of risk assessments, COSHH assessments and standard operating procedures, under the guidance of the Facility Manager and the Departmental Safety Officer.

- Maintain accurate records of inductions, training, equipment maintenance and laboratory checks.
- Comply with College, Department and Centre safety practices and attend safety training as required.

Other Duties:

- To continue to develop technical skills and knowledge relevant to the role
- To undertake any necessary training and/or development
- To undertake appropriate administration tasks
- To attend relevant meetings
- Any other duties commensurate with the level of the post, as directed by the line manager

Person Specification

Requirements Candidates/post holders will be expected to demonstrate the following:	**Essential (E)/ Desirable (D)**
Education	
At least two A-levels in science or engineering subjects, or an equivalent vocational qualification (e.g. BTEC, T Level or a Level 3 Laboratory Technician apprenticeship)	(E)
A Higher National Certificate/Diploma (HNC/HND), foundation degree or degree in a relevant scientific or technical subject	(D)
Registration as a Registered Science Technician (RSciTech), or a commitment to working towards it	(D)
Experience	
Experience of working in a laboratory or comparable technical environment in a technical support capacity	(E)
Experience of working with robotic equipment or technologies relevant to robotic surgery, such as motion tracking or depth cameras	(D)
Experience of handling human or animal tissue, or other biological samples	(D)
Experience of working under a Human Tissue Authority licence	(D)
Experience of chemical management, including COSHH and hazardous waste disposal	(D)
Experience of maintaining or operating laboratory or workshop equipment, such as 3D printers	(D)
Experience of setting up a laboratory or commissioning new equipment	(D)
Experience of providing inductions or training to laboratory users	(D)

Knowledge	
Understanding of good laboratory practice and health and safety procedures, including risk assessment	(E)
Knowledge of the Human Tissue Act 2004 and the safe handling of biological materials	(D)

Skills & Abilities	
Good written and verbal communication skills, and the ability to deal with a wide range of people	(E)
Good organisational skills and attention to detail, with the ability to maintain accurate records	(E)
Ability to work with minimal supervision, prioritise own work and resolve routine problems independently	(E)
Ability to work as part of a team	(E)
Ability to carry out practical laboratory tasks safely and accurately	(E)
Has a positive attitude, with ability to adapt flexibly to changing priorities	(E)
Willingness to work with human or animal tissue, or other biological samples	(E)
Competent IT skills, including Microsoft Office and online booking or inventory systems	(E)

Further Information

Please note that job descriptions cannot be exhaustive, and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities.

Our values are at the root of everything we do and everyone in our community is expected to demonstrate Imperial:

- Respect
- Collaboration
- Excellence
- Integrity
- Innovation

Employees are also required to comply with all Imperial policies and regulations.

We are committed to equality of opportunity, to eliminating discrimination and to creating an inclusive working environment for all. We encourage candidates to apply irrespective of age, disability, marriage or civil partnership status, pregnancy or maternity, race, religion and belief, gender reassignment, sex, or sexual orientation. You can read more about our commitment on our webpages.

Imperial is a proud signatory to the San-Francisco Declaration on Research Assessment (DORA), which means that in hiring and promotion decisions, we evaluate applicants on the quality of their work, not the journal impact factor where it is published. For more information, see https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-evaluation/

Imperial believes that the use of animals in research is vital to improve human and animal health and welfare. Animals may only be used in research programmes which are ultimately aimed towards finding new treatments and making scientific and medical advances, and where there are no satisfactory or reasonably practical alternatives to their use. Imperial is committed to ensuring that, in cases where this research is deemed essential, all animals in our care are treated with full respect, and that all staff involved with this work show due consideration at every level. Find out more about animal research at Imperial.

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