

## 1 Advertisement

**Post Title:** Senior Anatomy Technician

**School/department:** Brighton and Sussex Medical School

**Hours:** part time or full time considered up to a maximum of 36.5 hours. Requests for flexible working options will be considered (subject to business need).

**Contract:** permanent

**Reference:** 8988

**Salary:** starting at £23,144 to £26,396 per annum, pro rata if part time

**Placed on:** 02 September 2022

**Closing date:** 22 September 2022. Applications must be received by midnight of the closing date.

**Expected Interview date:** 14 October 2022

**Expected start date:** ASAP

Brighton and Sussex Medical School is seeking to appoint a senior anatomy laboratory technician to assist with the provision of anatomy teaching and research for medical students and clinical faculty.

You will be working in the Dissecting Room dealing with human cadaveric material, in licensed premises under the Human Tissue Act. You will work in a small team responsible for the preparation of material and the day to day running of the laboratory.

The Anatomy team is a friendly dynamic group comprising of a: Senior Lecturer, 3 Lecturers, Prosector, Surgical Trainee Manager, Technician, Demonstrators and Divisional Assistants.

You will be an enthusiastic individual with good common sense and a willingness to work hard. You will be able to demonstrate well developed communication skills and be able to work independently as well as part of a team.

Please contact **Camilla Ingram** on [c.ingram@bsms.ac.uk](mailto:c.ingram@bsms.ac.uk) for informal enquiries.

The University is committed to equality and valuing diversity, and applications are particularly welcomed from women and black and minority ethnic candidates, who are under-represented in academic posts in Science, Technology, Engineering, Medicine and Mathematics (STEMM) at Sussex.

*Please note that this position may be subject to [ATAS clearance](#) if you require visa sponsorship.*

For full details and how to apply see our [vacancies page](#)  
[www.brighton.ac.uk/jobs](http://www.brighton.ac.uk/jobs)    [www.bsms.ac.uk](http://www.bsms.ac.uk)

*The University of Sussex values the diversity of its staff and students and we welcome applicants from all backgrounds.*

**Please note: The University requires that work undertaken for the University is performed from the UK.**

## 2. The School / Division

Please find further information regarding the school/division at <https://www.bsms.ac.uk/index.aspx>

## 3. Job Description

Job Description for the post of: Senior Anatomy Technician

**Department:** Brighton and Sussex Medical School

**Section/Unit/School:** Anatomy

**Location:** Anatomy Laboratory, Medical School Teaching Building

**Grade:** Grade 4

**Responsible to:** Ms Camilla Ingram

### **Purpose of the post:**

The provision of an effective and efficient technical service within the University for staff and students. Working in the dissecting room dealing with human cadaveric material to support undergraduate and postgraduate programmes and anatomical research, in licensed premises under the HTA, under the direction of management.

### **Key Responsibilities:**

- 1 Assist with the provision of an effective and efficient technical service for staff and students.
- 2 Adhering to safe working practices in line with relevant local and legal requirements.
- 3 Operate and maintain specialist apparatus, equipment and instruments.
- 4 Liaise with other technical groups and workshops across campus to share knowledge.
- 5 Undertake development activities where necessary in order to keep knowledge and skills up to date and relevant to subject specialism. Apply working knowledge of theory and practice, and share this with others as appropriate.
- 6 Assist with the planning and organisation of resources for the running of the general laboratories.
- 7 Assist with maintenance of materials stock, ensuring that adequate stock levels are maintained within policies laid down.
- 8 Providing general assistance in maintaining routine records, etc.... as required by senior technical staff.
- 9 Attend laboratory meetings and communicate with other departmental staff on laboratory issues.
- 10 Instruct, train and provide guidance to other technical staff and students in the techniques and operation of particular equipment / apparatus as directed by the supervisor or academic member of staff.
- 11 Assist in the design and planning of teaching practical sessions, in relation to the particular equipment / apparatus required, as directed by a supervisor or

- member of academic staff.
- 12 Carry out basic maintenance, testing, adjustment and repair of equipment / apparatus within the laboratories under the direction of senior technical staff.
  - 13 Maintain the required level of tidiness and ensure that equipment is stored correctly and securely as directed by senior technical staff.
  - 14 Carry out basic risk assessments as required under the direction of the supervisor.
  - 15 Handle confidential information appropriately and discreetly, and in accordance with the requirements of the general data protection regulations.
  - 16 Carry out any other reasonable request of management.

You will have exceptional communication skills displaying the ability to convey information that requires careful explanation or interpretation for others to understand. You will also need excellent written communication to express information regarding class set up with the lecturers involved. This communication skills need to be illustrated not only with close team members but across the university in order to complete tasks. Using these skills, you will also be able to teach and train others to use the laboratory in a safe way. You will be a proactive member of the team, offering your support to colleagues and participating in team meetings. All communication should create a positive image for the university and BSMS. You should be able to make informed and independent decisions and will have the skills to resolve problems using your own initiative and creativity independently. You will have the ability to plan and organise your own time and prioritise tasks appropriately. You will be able to keep up with the physical demands of the job, with the appropriate training, and support others around you at all times. This support will not only be physically but also mentally for both students and staff. You will have experience and knowledge in how a laboratory operates, and an understanding of safe procedures to run and operate machinery and equipment.

This Job Description sets out current duties of the post that may vary from time to time without changing the general character of the post or the level of responsibility entailed.

#### 4. Person Specification

##### SKILLS / ABILITIES

	Essential	Desirable
Proven ability to work independently and use initiative where appropriate.	X	
Demonstrable IT skills – Word, Excel, email and internet packages.	X	
Competent in using basic lab environment	X	
Numerate & literate with good oral and written English communication skills	X	

Good organisational skills with an ability to prioritise to meet set deadlines.	X	
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## KNOWLEDGE

	Essential	Desirable
The technician is required to have sufficient knowledge and/or expertise to work on day to day issues in own area without direct or continuous reference to others.	X	
An understanding of laboratory principles		X
An understanding of aspects of the human body		X

## EXPERIENCE

	Essential	Desirable
Relevant experience within a science laboratory.		X
Proven experience in an anatomy environment		X
Techniques involved in hygiene	X	
Experience of Embalming or a willingness to learn to embalm		X

## QUALIFICATIONS

	Essential	Desirable
NVQ Level 3 HNC / BTEC or equivalent qualification or experience in biology or a related subject	X	
NVQ Level 4 Degree or equivalent qualification or experience in biology/human science or a related subject		X

## PERSONAL ATTRIBUTES AND CIRCUMSTANCES

	Essential	Desirable
Dependable and reliable.	X	
Willing to coach and instruct other team members.		X
Willingness to work as part of, and contribute to, a team.	X	
Flexibility to work outside normal hours if required.		X
Flexible and able to adapt to change.	X	
Friendly and approachable	X	