

**PERSON SPECIFICATION Chemistry Analytical Support Technician**

**Ref:**

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| **Criteria** | **Essential/ Desirable** | **Application Form/ Supporting Statements/ Interview** |
| Knowledge and understanding of Chemistry equivalent to a level 4 (for grade 5) or level 5 (for Grade 6) qualification gained through work experience and/or study. | Essential | Application Form/Supporting Statements/ Interview |
| Experience of carrying out analysis using a range of complex separations analytical equipment (HPLC, LC-MS, GC, GC-MS, MALDI, IC etc.). | Essential | Application Form/Supporting Statements/ Interview |
| Experience of trouble shooting, regular maintenance and basic repair of a range of complex separations analytical equipment (HPLC, LC-MS, GC, GC-MS, MALDI, IC etc.). | Essential G6  Desirable G5 | Application Form/Supporting Statements/ Interview |
| The ability to carry out routine tasks such as NMR nitrogen fills, and NMR sample submission. | Essential | Application Form/Supporting Statements/ Interview |
| Understanding of other basic analytical equipment eg UVIS, IR | Desirable | Application Form/Supporting Statements/ Interview |
| The ability to provide support and guide users of analytical facilities where appropriate. | Essential G6  Desirable G5 | Application Form/Supporting Statements/ Interview |
| An understanding of relevant health and safety legislation and a commitment to safe working. | Essential | Application Form/Supporting Statements/ Interview |
| Ability to write risk assessments and COSHH assessments and to develop safe systems of work. | Essential G6  Desirable G5 | Application Form/Supporting Statements/ Interview |
| Ability to communicate and maintain effective working relationships with staff, postgraduate and undergraduate students and other internal and external contacts. | Essential | Application Form/Supporting Statements/ Interview |
| The ability to present and convey complex information in an accurate and appropriate format. | Essential | Application Form/Supporting Statements/ Interview |
| To convey an appropriate rationale and interest in applying for this particular post. | Essential | Application Form/Supporting Statements/ Interview |
| Commitment to ongoing personal development and training. | Essential | Application Form/Supporting Statements/ Interview |

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* **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to make a specific supporting statement. Normally used to evaluate factual evidence e.g. award of a PhD. Will be “scored” as part of the shortlisting process.
* **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
* **Interview** – assessed during the interview process by either competency based interview questions, tests, presentation etc.