<table>
<thead>
<tr>
<th>Job title</th>
<th>Principal Animal Technician</th>
<th>Job family and level</th>
<th>Technical Services, Level 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>School/Department</td>
<td>Bio-Support Unit (BSU)</td>
<td>Location</td>
<td>Bio Support Unit (BSU)</td>
</tr>
</tbody>
</table>

**Purpose of role**

To conduct the day to day organisation of experimental animal holding areas within BSU. To undertake the supervision, mentoring and training of the technical staff employed in these areas and to maintain an overview of the conduct of animal studies undertaken by research colleagues (both internal and commercial clients); thereby ensuring that appropriate levels of competence and legislative compliance are maintained. To utilise specialist technical animal research expertise relating to the conduct of surgery, anaesthesia and other experimental procedures in support of research projects undertaken within the BSU. To deputise for the Named Animal Care and Welfare Officer’s as required.

**Main responsibilities**

<table>
<thead>
<tr>
<th>% time per year</th>
</tr>
</thead>
<tbody>
<tr>
<td>40%</td>
</tr>
</tbody>
</table>

1. **Supervise a team of technical staff**
   - Day to day organisation of a defined area of the University Animal Research facilities; allocation of technical work to members of staff, and ensuring that work is carried out and performed to the required quality standards; the role may also involve the supervision of non-technical staff including apprentices
   - Mentoring, training, development and support of technical staff, including apprentices
   - Ensuring that the cost recovery function is effectively and accurately undertaken

2. **Deputise for the Named Animal Care & Welfare Officer (NACWO) in your defined area:**
   - Working knowledge of ASPA legislation,
   - Awareness of relevant standards set out in the Code of Practice and ensuring these are met
   - Up-to-date knowledge and experience of animal technology and the husbandry and welfare needs of species in your care
   - Ability to recognise signs of pain, suffering, distress or lasting harm in these species and take prompt, appropriate action
   - Take steps to develop and maintain high standards of care and husbandry appropriate to these species
   - Pro-actively and in conjunction with the Named Veterinary Surgeon (NVS) promote implementation of refinements in animal care, husbandry and use

20%
- Champion a culture of care and act as a role model for those who care for and use lab animals
- Know how to contact, at any time, Home Office licence holders, the NACWO and the NVS
- Be familiar with project licence authority (esp. adverse effects, control measures, humane endpoints, methods of killing)
- Know about relevant methods of humane killing listed in schedule 1 of ASPA and be competent in their use or able to contact others with the required competence
- Know which rooms are listed on the establishment license/schedule of premises

**Provide oversight and support in respect to experimental work conducted in your defined area**
- Develop strong working relationships with the NACWO, the NVS, research colleagues and external clients
- Be pro-active in giving technical and animal welfare advice to researchers in the conduct of experimental procedures and application of the 3Rs (and/or via delegation to suitably trained staff)
- Be pro-active in identifying opportunities to develop new techniques/approaches to support research
- Be familiar with study protocols and requirements of planned and ongoing experimental work
- Provide a compliance safeguarding role for the researchers in your area
- Maintain consumable stock levels, monitor ongoing resource requirements and ensure research demands (including from external clients) can always be met
- Use specialist knowledge to provide technical support to research colleagues undertaking studies in BSU.

**As a Home Office licence holder:**
- Competently conduct minimally invasive procedures as required.

**To breed both inbred and outbred animals, including transgenic lines**
- Maintaining accurate record keeping in electronic and traditional formats as required under ASPA.
- To operate and maintain flexible film isolators for quarantine or immuno-compromised animals and maintain individual ventilation caging units to ensure a high standard of bio-containment.
## Person specification

<table>
<thead>
<tr>
<th></th>
<th>Essential</th>
<th>Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Skills</strong></td>
<td>▪ Expertise in the management, husbandry, breeding and experimental use of laboratory animal rodents in a research environment.</td>
<td>▪ Able to undertake experimental surgical procedures and/or anaesthetic protocols</td>
</tr>
<tr>
<td></td>
<td>▪ Ability to conduct a wide range of regulated experimental procedures to a high standard.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>▪ Planning, organisational and communication skills.</td>
<td></td>
</tr>
<tr>
<td><strong>Knowledge and experience</strong></td>
<td>▪ Significant relevant experience in research animal technology, with proven skills in laboratory animal and/or farm animal husbandry and/or breeding; plus conduct of regulated procedures.</td>
<td>▪ Understanding and experience of working in a regulatory environment to Good Laboratory Practice (GLP) standards.</td>
</tr>
<tr>
<td></td>
<td>▪ Supervisory experience.</td>
<td>▪ Working knowledge of DEFRA livestock movement legislation and Food Standards Agency requirements</td>
</tr>
<tr>
<td></td>
<td>▪ Knowledge of monitoring animal research studies and able to proactively address any welfare concerns with senior research colleagues.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>▪ Good working knowledge of relevant legislation including ASPA, Genetically Modified Organisms (Contained Use) Regulation and relevant Health and Safety legislation.</td>
<td></td>
</tr>
<tr>
<td><strong>Qualifications, certification and training (relevant to role)</strong></td>
<td>▪ Member of the Institute of Animal Technology / Level 3 Diploma in Laboratory Animal Science and Technology (see: <a href="https://www.iat.org.uk/grades">https://www.iat.org.uk/grades</a>) or equivalent qualifications and experience.</td>
<td>▪ Additional formal recognised supervisory and management training.</td>
</tr>
<tr>
<td><strong>Statutory/legal</strong></td>
<td>▪ Home Office Personal Licence Holder.</td>
<td>▪ Registered Animal Technician.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>▪ Designated Named Animal Care and Welfare Officer (NACWO).</td>
</tr>
<tr>
<td>Other</td>
<td>- No rodents to be maintained as household pets. Ability to lift bulky objects up to 12.5 kg in weight and undertake a physically demanding role</td>
<td></td>
</tr>
</tbody>
</table>

The University strongly endorses Athena SWAN principles, with commitment from all levels of the organisation in furthering women’s careers. It is our mission to ensure equal opportunity, best working practices and fair policies for all.
Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University’s strategy, vision and values. The following are essential to the role:

Valuing people  
Is friendly, engaging and receptive, putting others at ease. Actively listens to others and goes out of way to ensure people feel valued, developed and supported.

Taking ownership  
Is clear on what needs to be done encouraging others to take ownership. Takes action when required, being mindful of important aspects such as H&S, EDI and other considerations.

Forward thinking  
Drives the development, sharing and implementation of new ideas and improvements to support strategic objectives. Engages others in the improvement process.

Professional pride  
Is professional in approach and style, setting an example to others; strives to demonstrate excellence through development of self, others and effective working practices.

Always inclusive  
Builds effective working relationships, recognising and including the contribution of others; promotes inclusion and inclusive practices within own work area.

Key relationships with others