



Job title	GlycoCell Technical Specialist	Job family and level	Technical Services Level 3
School/ Department	School of Life Sciences	Location	Nottingham Engineering Biology Labs (NEBL), Biodiscovery Institute (BDI), University of Nottingham

Purpose of role

The purpose of this role is to provide specialist technical support to the GlycoCell UKRI Engineering Biology Mission Hub and Nottingham Engineering Biology Laboratories (NEBL) research cluster based in the Biodiscovery Institute. GlycoCell is applying Engineering Biology approaches with glycoscience to develop vaccines and other biomedicines, and technologies which enable this. GlycoCell has a strong emphasis on delivering real-world impact from cutting-edge research.

The role holder will contribute to GlycoCell / NEBL research projects, and day-to-day operation of the laboratories. They will have a particular focus on operation of the GlycoForge platform facility, and its ongoing development. GlycoForge is a focused biofoundry facility which integrates Engineering Biology and glycoscience developments with a defined workflow using a purpose-built, easy-to-use software system. This allows GlycoCell to construct microbial strains producing chosen glycans more rapidly and routinely than has previously been possible. GlycoForge facility is both a working facility and a demonstrator with frequent external visitors.

The role holder will support established laboratory procedures, workflows and technical operations, ensuring that research activities are delivered safely, efficiently and to a high standard. The role holder will also provide technical expertise to researchers using the GlycoForge platform and will be responsible for the maintenance and effective operation of designated laboratory spaces and equipment.

The role holder will be willingly flexible as the emphasis on different aspects of the role, and the time and work they require, will vary over time.

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
1	GlycoForge Operation, Development, Maintenance and User Support - Work with the technical and academic leads, and the GlycoForge development team, to fulfil all work associated with the GlycoForge Operator role. - Coordinate work with all GlycoForge users, both internal and external to the University.	50%

	- Follow priorities determined by the technical and academic leads, which may change over time. - Maintain the GlycoForge facility to the high standard required by the academic and technical leads for its dual role as both a working facility and a demonstrator with frequent external visitors. This includes the lab, equipment, consumables and visual displays. - Prepare, maintain and order samples and consumables to ensure effective operation of the GlycoForge platform. - Prepare and process samples through the GlycoForge platform, following established protocols. - Work with the GlycoForge development team on development, improvement and troubleshooting of methods, equipment and SOPs for the GlycoForge platform. - Maintain excellent records including using sample storage and sample tracking systems. - Communicate excellently with GlycoForge users, including by using communication features of the GlycoForge software fully. - Provide routine training to users of the GlycoForge platform as required. - Escalate complex applications, experimental design questions, or advanced technical issues to senior members of the team as required.	
2	Technical Support and Troubleshooting - Provide day-to-day technical support and advice to the GlycoCell/NEBL group as required across GlycoCell/NEBL equipment and laboratory procedures. - Carry out troubleshooting of equipment and software issues and report more complex problems to senior team members or service engineers. - Assist with routine instrument checks to ensure systems are functioning correctly and are available for users. - With the support of senior team members, support the coordination of equipment servicing, maintenance visits, and fault reporting to minimise disruption to the GlycoCell/NEBL laboratories operations.	10%
3	Lab support and facility operations - Assist with the daily operation of the GlycoCell/NEBL laboratories, ensuring equipment, workspaces and associated resources are prepared and available as required for the group. - Maintain laboratory consumables, stock levels and supplies, ensuring these are available for the group when required. - Support the GlycoCell/NEBL group in maintaining a clean, safe and well-organised laboratory environment. - Work collaboratively with the GlycoCell/NEBL group to ensure the smooth day-to-day operation of the laboratories.	10%
4	Health and Safety Assist in the development and updating of standard operating procedures (SOPs) for equipment use and maintenance, working with senior team members to ensure compliance with health and safety regulations.	5%

	▪ Ensure equipment is used according to established standard operating procedures (SOPs). ▪ To ensure that the GlycoCell laboratories comply with work related legal and health and safety standards, monitoring and maintaining records as required.	
5	Communication ▪ Ensure effective two-way communication of information, instructions and guidance with research staff and students as required, and ensure the accurate completion of documentation, records, sample tracking and reports in order to comply with research quality standards.	10%
6	Contribution to the development of methods/ techniques/ equipment ▪ Contribute to the development of new or improved methods/techniques/equipment and to undertake further training to develop skills and technique base in specialist areas.	10%
7	▪ Any other duties appropriate to the grade and role.	5%

Person specification

	Essential	Desirable
Skills	• Ability to work accurately, with strong attention to detail, maintain high standards, and work effectively under pressure. • Ability to provide technical support in a relevant type of laboratory. • Good oral and written communication skills. • Ability to work independently and as part of a team, build effective working relationships, and collaborate with others both internally and externally. • Strong organisational skills and ability to prioritise a full workload within a busy environment. • Analytical, interpretation and problem-solving skills.	• Proven ability to learn new techniques and procedures quickly. • Familiarity with Engineering Biology / Synthetic Biology.
Knowledge and experience	• Appropriate knowledge and experience of microbiology and molecular biology techniques and working in relevant types of research laboratories. • Understanding of laboratory health and safety requirements. • Knowledge of Microsoft Office tools and other basic IT software. • Experience of maintaining laboratory equipment.	• Experience with laboratory automation and/or workflow-based bioscience research. • Experience of managing laboratory equipment and processes. • Experience working with acoustic liquid handlers
Qualifications, certification and training (relevant to role)	• Minimum HNC or equivalent qualification in a relevant scientific discipline, plus relevant technical work experience OR Demonstrable practical experience working in a scientific or technical laboratory environment	• Additional qualifications such as BSc, MSc, PhD in biological sciences or related field



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 Health & Safety, Equality, Diversity & Inclusion, 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



