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| <b>JOB TITLE:</b>    | <b>ANALYTICAL CHEMIST</b>   |
| <b>SECTION:</b>      | <b>Environmental Research Institute (ERI)</b>                                     |
| <b>SALARY RANGE:</b> | <b>£26,993 - £29,256 (spine points 20-23; dependent on skills and experience)</b> |
| <b>DURATION:</b>     | <b>Open-ended (subject to probationary period)</b>                                |
| <b>LOCATION:</b>     | <b>Based at ERI's Castle Street site in Thurso</b>                                |

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### JOB DESCRIPTION:

#### Purpose:

To provide high quality analytical chemistry support for the ERI's research, commercial and teaching activities.

#### Duties:

The post will involve a range of responsibilities including (but not limited to):

- To provide analytical chemistry support for the ERI's research projects and commercial activities.
- To contribute to laboratory-based instruction of undergraduate students, and support of postgraduate research students and placement/visiting students.
- To undertake analysis of a wide range of environmental samples (i.e., soil, water, biota) using a variety of instrumentation (i.e., SEAL AQ2 discrete analyser, Shimadzu TOC-L analyser, ICP-OES, GC-MS, LC-MS/MS) and wet chemistry techniques.
- To develop new analytical methods (in particular for organic compound analysis using GC-MS and/or LC-MS/MS systems) and standard operating procedures.
- To contribute to effective laboratory operation through overseeing the ordering of chemicals/consumables/equipment, health and safety compliance, laboratory cleanliness etc.
- To develop and maintain new processes, procedures and recording systems – as necessary to ensure the smooth and efficient operation of the laboratory.
- To carry out basic laboratory equipment maintenance as and when appropriate (instrument checks, calibrations, routine cleaning procedures, etc.); and help arrange instrument equipment service/maintenance contracts with external providers.
- To analyse, document and report (in suitable formats) often complex analytical chemistry data.
- To liaise closely with other staff at ERI with responsibility for the research, commercial and teaching activity.
- To undertake certain field work tasks (i.e., sampling) as and when required.

## PERSON SPECIFICATION:

### Essential:

- A higher education qualification (degree) in chemistry, analytical chemistry, environmental chemistry, environmental science (or a closely related relevant subject).
- Experience of working within a research, teaching or commercial laboratory setting.
- Good knowledge/understanding of common laboratory instrumentation and equipment, as well as more advanced instrumentation.
- Expertise in LC-MS/MS and/or GC-MS, especially with regards to multi-target method development (ideally in relation to priority pollutants within the environment).
- Good IT skills – ability to work with large/complex datasets.
- Ability to solve complex analytical chemistry problems and work independently to complete tasks.
- Meticulous approach with a keen eye for detail.
- A mature approach to working safely and good knowledge of laboratory related health and safety.
- Ability to multitask and work under pressure to meet deadlines whilst maintaining high standards.
- Commitment to ongoing personal development and training.

### Desirable:

- A willingness to (on occasion) work in the field, potentially in remote locations and in adverse weather conditions if needed.
- A willingness to work outside normal hours (on occasion) if required to meet deadlines.
- First Aid and/or Health and Safety experience/trained.
- Experience working within a higher education and/or research establishment.
- A full UK/EU driving licence.

## COMPETENCIES:

We are also looking for candidates who can demonstrate the following competencies.

### Communication (level 1)

- Communicates professionally by using formal channels appropriate to the situation.
- Ensures that information and data being communicated is current, correct and complete.
- Encourages a culture where effective communication is used as part of the daily working pattern.

### Team Working (level 1)

- Contributes fully to the activities of the team.
- Works effectively with colleagues inside/outside the team.
- Actively seeks to help others and engages with the research team.
- Is supportive of colleagues.

### Resource Management (level 1)

- Manages day-to-day workloads to meet agreed objectives and deadlines.
- Understands the need to ask for the advice of others when making decisions.
- Monitors how their time is used and constantly looks for more efficient ways of working.
- Monitors the impact of systems and processes. Identifies inefficiencies and takes action to improve.
- Actively reviews and takes positive action to improve efficiency.

### Leadership (level 1)

- Sets an example by working efficiently with little supervision; keeps promises and fulfils commitments.
- Puts forward ideas and contributes to business decisions.
- Takes opportunities to develop by learning from others and taking on new challenges.
- Takes pride in and responsibility for getting the job done.
- Encourages and supports colleagues to achieve their potential.

### **KEY TERMS AND CONDITIONS OF EMPLOYMENT:**

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| <b>Hours of Work</b>          | 35 hours per week. This may include evening and weekend work, where required.   |
| <b>Holidays</b>               | 31 days in a full year plus 14 public/general holidays.   |
| <b>Salary</b>                 | £26,993 - £29,256 (spine points 20-23; dependent on skills and experience).   |
| <b>Location</b>               | The position will be based at ERI Castle Street, Thurso.  |
| <b>Pension</b>                | You will be contractually enrolled into the Local Government Superannuation Scheme. Further details are available on joining.           |
| <b>References/PVG Scheme.</b> | For external candidates appointment will be subject to references and a PVG check, which will be taken up after an offer has been made. |