

Anatomy Technician

Vacancy Ref :	039537	Department :	Biomedical Sciences Teaching
Grade/Pay Scale :	Ue04 (£18,940 - £21,220)	Position Type :	Full Time
Date Posted :	11-Apr-2017	Closing Date :	09-May-2017
Employment Category :	Open-Ended		

https://www.vacancies.ed.ac.uk/pls/corehrrecruit/erg_jobspec_version_4.jobspec?p_id=039537

Vacancy Details

Anatomy Technician

Vacancy Ref :	039537	Closing Date :	09-May-2017
Contact Person :	Janet Philp	Contact Number :	
Contact Email :	j.philp@ed.ac.uk		

Based within the Anatomy Department at Edinburgh Medical School: Biomedical Sciences, you will have the opportunity to join a small, highly skilled, technical team that supports the teaching of medical students and outside organisations. Once established in the role you will be expected to undertake on the job training and there may be opportunities for advancement.

The candidate should have achieved at least 6 standard grades, or equivalent, including English and Maths. Due to the nature of the work candidates would be expected to show a high degree of sensitivity and professionalism. Applicants should be aware the post will involve heavy lifting.

For further information or to discuss the post please contact Janet Philp, j.philp@ed.ac.uk.

Based within the Anatomy Department at Edinburgh Medical School: Biomedical Sciences, you will have the opportunity to join a small, highly skilled, technical team that supports the teaching of medical students and outside organisations. Once established in the role you will be expected to undertake on the job training and there may be opportunities for advancement.

The candidate should have achieved at least 6 standard grades, or equivalent, including English and Maths. Due to the nature of the work candidates would be expected to show a high degree of sensitivity and professionalism. Applicants should be aware the post will involve heavy lifting.

Job Purpose

Responsible for providing technical support for all aspects of anatomy teaching, both within and out with semester time. To provide specialised support for all anatomical teaching and to assist in all areas of production, preparation and maintenance of both fresh and embalmed human cadavers

Main Responsibilities (approximate % of time)

1. To assist with all aspects of the planning of classes, selection of human prosections for each individual class along with bones, x rays, scans, models and A.V. equipment. (40%)
2. The care of human specimens and the preparation of stocks. (20%)
3. The maintenance of three large teaching areas to a high standard of cleanliness and organization. (10%)
4. The maintenance of records and the recording of data to a very high standard both written and electronic. (10%)
5. The routine cleaning and checking of equipment and instruments.. (10%)
6. Maintenance of the library and resource centre, technical support for weekend courses and other duties that may occur. (10%)

Planning & Organising

The job holder has to respond to daily changing teaching programmes as well as plan for scheduled practical classes. Preparing the teaching laboratory and anatomical specimens. Assisting for the planning for longer term needs within the anatomy school. Assisting with specialised requirements for supplying specimens to external bodies.

Problem Solving

Deal with any day to day unusual situations such as outside requests to use the facilities, solving problems that arise from

unplanned teaching requests, equipment breakdown, coping with simultaneous requests for differing levels of support within separate areas.

Decision Making

Although guidance is available from senior colleagues if required, the job holder is expected to use their initiative and new skills to make decision especially regarding specimen care and prosection selection without direct involvement from senior staff. This importantly requires the ability to correctly distinguish when to seek guidance and when it is not necessary.

Key Contacts/Relationships

The job holder will establish good working relationships with a wide variety of differing groups and individuals within and out with the university. They may be the first point of contact for funeral Directors, staff, students, computing support, estates and buildings and outside contractors.

Person Specification

There will be one years probation period to ensure the job holder has the necessary skills and mind set to cope with the unique aspects of the post

Essential

At least 6 standard grades including Maths and English or equivalent experience.

Conscientious in the performance of all tasks to a high standard.

Good organisational skills and an ability to prioritise tasks.

Good communication skills and able to work as part of a small team.

Competent computer skills in most office 365 function i.e. word, excel, outlook.

Empathy.

Interest in Anatomy.

Dimensions

The post is constantly evolving using new technology. The post holder must have a willingness to learn to use the Anatomogae table (interactive 3D anatomy table) for demonstrations to students and the general public, and to advance the use of this equipment. The post holder will occasionally provide technical support for extra mural courses, this means they will be responsible for all aspects (including security) of the smooth running of the course. Senior staff will always be present.

Job Context & Other Relevant Information

- Respect and sensitivity is essential due to the nature of the work involved.
- Responsible and mature attitude towards health and safety.
- Confidentiality.
- Work under direction of licensed teacher- to ensure that the requirements contained within the Anatomy Act are adhered to.
- To maintain a respect for human material and still work in a confident and efficient manner.

Salary

The role is grade UE04 and attracts an annual salary of £18,940 to £21,220 for 35 hours each week. Salary is paid monthly by direct transfer to your Bank or Building Society account, normally on the 28th of the month. Salaries for part-time staff are calculated on the full-time scales, pro-rata to the Standard Working Week.

Pension Scheme

For employees on University Grades 1-5 or equivalent there are two pension schemes available: University of Edinburgh Staff Benefits Scheme (SBS) or the National Employment Savings Trust (NEST).

This role is grade UE05 and therefore the post holder will automatically become a member of the NEST scheme if their monthly earnings are deemed to be 'qualifying earnings' (equivalent to the HMRC monthly threshold above which their earnings are taxable). If the post holder's earnings are not deemed as "qualifying earnings" and therefore will not automatically become a member they can opt in to the NEST scheme.

The post holder can choose to join SBS and by doing so they will not become a member of the NEST scheme.

Further information on the different employer/employee contribution levels required for each scheme and different levels of benefits that the post holder may receive may be found at on our pensions website: <http://www.ed.ac.uk/schools-departments/finance/pensions/overview>

Eligibility to Work

In accordance with the Immigration, Asylum and Nationality Act 2006 the University of Edinburgh, as an employer, has a legal responsibility to prevent illegal working and therefore must check that all employees are entitled to work in the United Kingdom (UK).

To do so, the University of Edinburgh requires to see original documents evidencing right to work in the UK before commencement of employment and this is normally carried out at interview. Details will be provided in any letter of invitation to interview.

For further information on eligibility to work please visit our eligibility to work website <http://www.ed.ac.uk/schools-departments/human-resources/recruitment/eligibility-immigration>

In the circumstances where the vacancy does not meet the Home Office and Visa Services advertising, salary and/or qualification level criteria for sponsorship the successful applicant must have the existing right to work in the UK.

Application Procedure

All applicants should apply online by clicking the "apply" button at the foot of this page. The application process is quick and easy to follow, and you will receive email confirmation of safe receipt of your application. The online system allows you to submit a CV and other attachments.

Closing date: 09 May 2017 at 5pm.

Interview date

You will be notified by email whether you have been shortlisted for interview or not.

The University reserves the right to vary the candidate information or make no appointment at all. Neither in part, nor in whole does this information form part of any contract between the University and any individual.

Biomedical Sciences Teaching Organisation (BMTO) <http://www.bmto.ed.ac.uk>

The Biomedical Teaching Organisation (BMTO) is responsible for all the undergraduate and postgraduate teaching undertaken within the School of Biomedical Sciences and the administration of the BSc (Hons) Medical Sciences degree programme.

The School delivers the final year of seven Biological Sciences and Biological Sciences with Management degree programmes and the associated Intercolated degrees for Medical and Veterinary Medicine students. This Honours teaching is delivered through about 120 different courses. In addition, the School is responsible for providing sixteen SCQF Level 8 and 9 courses that are taken by students on numerous degree programmes.

The Edinburgh Medical School: Biomedical Sciences

The Edinburgh Medical School: Biomedical Sciences, which is headed by Professor Mike Shipston, employs around 290 staff mostly located in the central George Square area. Biomedical Sciences hosts the Centre for Integrative Physiology (CIP, Head: Professor David Wyllie), the Centre for Neuroregeneration (CNR, Head: Professor Catherina Becker), the Centre for Cognitive and Neural Systems (CCNS, Director: Professor Richard Morris FRS) and the Division of Infection and Pathway Medicine (DIPM, Head: Professor Juergen Haas) and also has strong links with Edinburgh Infectious Diseases (EID, Head: Professor Rick Maizels). Research themes within Biomedical Sciences include: Genes and Development; Membrane Biology; Neural Control Systems; Cognition, Learning and Synaptic Plasticity; Neuropharmacology; Basic and Clinical Virology; and Bacterial Pathogenesis and Chemotherapy.

Also within Biomedical Sciences is the Biomedical Teaching Organisation (BMTO) which plays a vital role in the administration, coordination and implementation of undergraduate and postgraduate teaching. The BMTO is responsible for the BSc Medical Sciences programme, twelve BSc Biological Sciences Honours Programmes, seven Bachelor of Medical Sciences Honours programmes, five BSc Veterinary Sciences Honours Programmes, nineteen Biomedical Sciences courses delivered to first to third year undergraduates and twenty-six Honours elective courses. In addition the BMTO has responsibility for the MSc programmes run by Biomedical Sciences.

Biomedical Sciences is located across a number of sites: the Chancellor's Building and Queen's Medical Research Institute at Little France; the Medical School in Teviot Place; the Hugh Robson Building, George Square and No 1 George Square.

In REF2014, the College submitted to three Units of Assessment (UoAs): UoA1 Clinical Medicine, UoA4, Psychology, Psychiatry and Neuroscience, and UoA6 Agriculture, Veterinary & Food Science. Most of the staff in Biomedical Sciences were returned in UoA4 (Neuroscience); this return was ranked 3rd in the UK out of 82 submissions. Forty nine percent of the return was rated

4*. Medicine, the University's largest submission, was ranked joint fourth with Cambridge in the UK. Veterinary Medicine came 1st in the UK, and retained its position as the UK's top Vet School. The College's three REF submissions were the University's largest and also were some of the largest REF submissions in the UK, emphasising the enormous power of Edinburgh's research in human and animal medicine and health. We currently attract 157 research grants, worth a combined £42 m.

Biomedical Sciences holds a Silver Athena SWAN award, in recognition of excellence in science, engineering and technology employment in higher education relating to supporting women in science.

<http://www.ed.ac.uk/schools-departments/biomedical-sciences/>

The College of Medicine and Veterinary Medicine

The College of Medicine and Veterinary Medicine traces its origins back nearly 500 years (Darwin, Simpson and Conan-Doyle were students here) and is internationally renowned for its research and teaching. Headed by Professor Sir John Savill, the only conjoint Medical and Veterinary Medical School in the UK employs over 2300 academic and support staff. The College has two Schools, the Edinburgh Medical School comprising 3 Deaneries; Biomedical Sciences; Molecular Genetic and Population Health Sciences and Clinical Sciences and the Royal (Dick) School of Veterinary Studies.

The Royal (Dick) School of Veterinary Studies

Edinburgh Medical School: Biomedical Sciences

Edinburgh Medical School: Biomedical Sciences, Biomedical Teaching Organisation

Edinburgh Medical School: Molecular, Genetic and Population Health Sciences

Edinburgh Medical School: Clinical Sciences

The undergraduate medicine teaching programme in the College enjoys a high reputation nationally and internationally, with over 1,300 students enrolled on the MBChB and Intercalated courses and nearly 1000 on the Veterinary Sciences BVS and related programmes. In addition, approximately 2000 students are currently enrolled in the College's taught and research post-graduate courses, including an extensive range of online distance learning diplomas and degrees. They are trained by over 1000 outstanding academic staff. Details of PhDs, research programmes and studentships are available through our [interdisciplinary research institutes and centres](#).

The academic disciplines within Medicine are largely concentrated in the two teaching hospital campuses, the Royal Infirmary at Little France and the Western General Hospital. Both have extensive new infrastructure with major research institutes and state of the art research facilities on clinical sites. Edinburgh hosts a number of prestigious MRC and BHF Research Centres. The approach is interdisciplinary, with basic and clinical researchers working together at the laboratory bench and in our clinical research facilities to address major themes in basic, clinical and translational medicine.

The Royal (Dick) School of Veterinary Studies on the Easter Bush Campus houses outstanding teaching and clinical facilities as well as the splendid Roslin Institute, one of the world's leading veterinary research centres. The College offers outstanding opportunities to address 'One Health' and Global Health problems of the highest international priority.

Research Excellence Framework (REF) 2014

The College's reputation as one of the world's leading centres of medical and veterinary medical research has been reaffirmed by its UK REF2014 results. Medicine, the University's largest submission, was ranked in the top 5 in the UK. Veterinary Medicine came 1st in the UK, and retained its position as the UK's top Vet School. It made a joint submission with Scotland's Rural College (SRUC). Neuroscience was ranked 3rd in the UK out of 82 submissions, representing a major advance. Overall, 84% of the College's research activity was rated world leading or internationally excellent (3* and 4*). In terms of 'one medicine' research (human and animal medicine), the University of Edinburgh's research power (quality x volume) is the strongest in the UK.

The University of Edinburgh

For more than four centuries, our people and their achievements have rewritten history time and again. They've explored space, revolutionised surgery, published era-defining books, paved the way for life-saving medical breakthroughs and introduced to the world many inventions, discoveries and ideas from penicillin to Dolly the sheep. We have believed that anything is possible, we still do.

The latest Research Excellence Framework highlighted our place at the forefront of international research. This adds to our international reputation for the quality of our teaching and our student experience excellence. The University is proud of its success with online teaching initiatives, with 2550 students currently studying its online distance learning postgraduate programmes, and a total to date of more than 2 million enrolments for Edinburgh MOOCs.

As a member of staff, you will be part of one of the world's leading universities, with 20 Schools spread over 3 Colleges that

offer more than 1600 undergraduate and 600 postgraduate programmes to over 35,000 students each year. Professional services are critical to this success as well as our world-class teaching, research and student facilities. In fact, we are one of the top employers in Edinburgh, with over 13,000 people spread across a wide range of academic and supporting roles.

As a world-changing, world-leading university, we offer an exciting, positive, creative, challenging and rewarding place to work. We give you support, nurture your talent, develop and reward success and integrate academic, professional and personal career goals, as well as give your career the benefit of a great and distinguished reputation. In addition, our employees benefit from a competitive reward package and a wide range of staff benefits, which include generous holiday entitlement, a defined benefits pension scheme, staff discounts and much more. Access our [staff benefits page](#) for further information and use our [reward calculator](#) to find out the total value of pay and benefits provided.

The University of Edinburgh holds a Silver Athena SWAN award in recognition of our commitment to advance gender equality in higher education. We are members of the Race Equality Charter and we are also Stonewall Scotland Diversity Champions, actively promoting LGBT equality. The University has a range of initiatives to support a family friendly working environment. See our University Initiatives website for further information.

[**University Initiatives website**](#)

The University of Edinburgh is a charitable body, registered in Scotland, with registration number SC005336.