



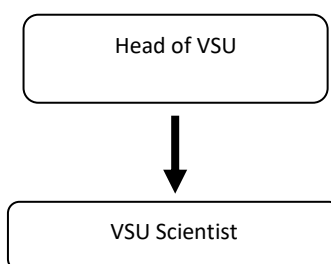
## JOB DESCRIPTION

Job title: Virus Surveillance Unit (VSU) Scientist

Pay Band 7

Department: Vaccines and diagnostics

Reporting Structure:



Staff reporting to postholder: Technical officer (TBC) x1

Main purpose of job: Maintenance and provision of specialist diagnostic and disease surveillance services

Main duties of postholder:

Perform specialist diagnostic tests within the required turnaround time to fulfil VSU customer requests.

Through research, develop new assays for the diagnosis of infectious diseases of livestock and wildlife in conjunction with the VSU lab Manager and perform independent testing to validate commercial assays for use within VSU as appropriate.

Advise VSU customers in terms of sample submission requirements and test turnaround times/schedules for maximum customer satisfaction.

Manage laboratory spaces to ensure safe and optimal access to shared facilities within and outwith the Virus Surveillance team, in support of the VSU lab manager.

Work within and contribute to the management of CL3 laboratories

Line management of staff, as required

Main duties of postholder:  
continued

Assess and process sample submissions and test requirements to ensure correct test execution.

Assess and process unlabelled packages received by post/courier to ensure timely delivery to the correct recipient and preservation of biosafety standards.

Monitor performance of lab equipment (as required) to ensure compliance with QA standards.

In conjunction with the Lab Manager, monitor and record assay performance to ensure compliance with QA standards.

Development & validation of diagnostic tests for accreditation to ISO17025 and UKAS standards

In conjunction with the Lab Manager, maintain and monitor H&S policies/procedures in the lab.

Monitor reagents/consumables and restock as required to ensure adequate laboratory supplies.

Maintain cells and virus culture within the unit and transfer related skills when required to assist in the development and execution of diagnostic tests.

Regularly update and review records for test results, Risk Assessment, Standard Operating Procedures, and sample storage.

Liaise with relevant research groups at the Institute to aid research collaborations and contribute to the acquisition of external funding to support diagnostic and surveillance activities.

Presentation of data at conferences, contributing to the writing of scientific publications, and technical documentation as appropriate.

#### PERSON SPECIFICATION

	Essential	Desirable
<b>Attainments:</b>	BSc (Hons) Biological Science, or equivalent	PhD in virology/infectious diseases
<b>Experience:</b>	Relevant experience in a CL2 diagnostic laboratory environment	Experience in working in and management of high containment laboratories (CL3/SAPO3)
	Willingness to undergo training for working in, and management of, a CL3 laboratory environment	
	Experience with a range of serological and molecular-based diagnostic techniques	Development and validation of diagnostic tests

	Aseptic technique and use of a microbiological safety cabinet	Establishment of primary or GM cell lines
	Extensive experience with technical implementing a quality system to a particular application	Experience of working at ISO17025 or similar accredited schemes
	Awareness of and experience in adherence to Health and Safety Regulations	CL3/IOSH qualifications
	Experience with standard IT packages and specialised software (e.g. LIMS and instrument-specific software)	Troubleshooting of specialised IT software applications
	Processing, accurate recording and handling of data	Data analysis and presentation
	Experience of working within a multi-user facility	Training of staff/students in a multi-user facility setting
		Line management experience
	Interpreting and troubleshooting assay results	Instigation of corrective actions
	Time management and meeting deadlines	
		Budget management
	<b>Essential</b>	<b>Desirable</b>
	<p><b>Communication</b> - excellent interpersonal and communication skills, verbal and written, when dealing with a wide range of managers, staff and other contacts face to face, by telephone and by email</p> <p>Ability to provide verbal communications to staff, visitors, collaborators or clients on a variety of subjects, including health and safety</p> <p>Able to deliver technical training with confidence</p> <p>Ability to contribute to discussions at meetings, plus taking and preparing minutes</p> <p>Able to collate test results and produce data to contribute to in-house test validation and to support accreditation</p> <p>Ability to write reports or briefs</p>	<p><b>Communication</b> – ability to communicate with stakeholders of different backgrounds, especially when evaluating the need for new diagnostic test development</p> <p>Experience in delivering KE, including seminars and conference presentations</p> <p>Experience in training staff and or students in the use of specialised equipment or at high containment</p> <p>Experience in evaluating staff performance and competency</p> <p>Experience in analysing test results and writing validation reports</p> <p>Ability to review Risk Assessments and SOPs</p>
	<b>Skills:</b>	

Ability to write Standard Operating Procedures and logbooks	
<p><b>Managing relationships</b> – the ability to deal with a wide range of people with tact and diplomacy</p> <p>Able to build and maintain effective working relationships with a range of people</p> <p>Ability to supervise others and address any staff issues as required, alongside the Laboratory Manager</p>	
<b>Teamwork</b> - ability to work flexibly and effectively as part of the team	<b>Teamwork</b> - willing to contribute to team development
<p><b>Resilience</b> - strong ability to work with ambiguity and a constantly changing set of circumstances, issues and unplanned interruptions</p> <p>Ability to adapt to changing demands, including seasonal peak testing variation</p> <p>Ability to deal with difficult situations</p>	
<b>Confidentiality</b> – awareness of the importance of confidentiality	<b>Confidentiality</b> – security (ATCSA) awareness and/or training
<p><b>Planning and organisation</b> - able to work on own initiative, prioritise workload, plan activities taking into account deadlines and resources</p> <p>Ability to plan to allow adequate access to shared facilities to members of other research groups</p> <p>Able to manage time to ensure performance of tests in specified turnaround times</p> <p>Able to take responsibility for processing and handling data, keeping accurate records and storing electronic and hard copy data securely</p> <p>Ability to manage a budget, laboratory supplies and equipment to best effect</p>	<b>Planning and organisation</b> – in conjunction with the lab manager and the technical assistant, plan weekly testing schedules and workloads
<b>Decision making</b> – Ability to interpret and troubleshoot assay results	<b>Decision making</b> – able to take independent action where necessary in line with policies and procedures

<p><b>Other skills</b> (please specify)</p> <p><b>Other requirements</b> (please specify)</p>	<p>Able to check the competency of others in relation to operational and safety procedures</p> <p>Able to assess, identify and rectify equipment problems</p>	
	<p><b>Flexibility</b> – ability to adapt and work effectively with a variety of situations, individuals or groups</p> <p>Able to understand and appreciate different and opposing perspectives on an issue and to adapt an approach as the situation changes</p>	<p><b>Flexibility</b> – The ability to adapt and respond effectively to changing circumstances by influencing the behaviour of team members. This involves recognising when adjustments are needed and encouraging openness to change</p>