

**University of Derby Job Description**

# **Job Summary**

## **Job Title**

Mechanical and Materials Technician

## **College/Department**

College of Science and Engineering

## **Location**

Markeaton Street, Derby, DE22 3AW

## **Job Reference Number**

0305-24

## **Salary**

£27,280 to £29,634 per annum (for exceptional performers, there is scope for further progression up to £34,090 per annum)

## **Reports To**

Technical Instructor

## **Line Management Responsibility**

No

# **Job Description and Person Specification**

## **Role Summary**

The post holder will provide technical support for research and teaching activities related to mechanical and material processes within the College of Science and Engineering.

Working closely with academics and members of technical team, the post holder will provide specialist support relating to student practical activities. The post holder will be required to work across several laboratories with a high degree of autonomy and provide additional technical support across the college as required.

The post holder will be part of the technical team responsible for the maintenance, operation and safety of college equipment. Able to provide full technical support to students and staff including training and advice on the appropriate use of resources.

## **Principal Accountabilities**

1. Provide instruction and expertise to students and staff about use of technical equipment/facilities (working independently without academic or technical guidance), to help them work safely and effectively.
2. Support class activities, including practical work: emphasis on providing challenge, constructive criticism, and support to student learning.
3. Provide technical input to assist academic staff with the development of written and on-line resources.
4. Induct new staff and students into facilities, providing training on all aspects of their use including health and safety.
5. Participate in processes which monitor and enhance compliance by staff and students in matters relating to Health and Safety at Work regulations in the use of equipment and materials.
6. Resolve technical inquiries which can be solved within the parameters of the existing technical infrastructure.
7. Contribute to the work of the College technical team, taking on such duties and responsibilities as delegated by the line manager.

## **Person Specification**

### **Essential Criteria**

#### **Qualifications**

* HND or equivalent qualification, or comparable knowledge and transferable skills gained through professional experience

#### **Experience**

* Specialist technical experience gained either working in a mechanical or materials environment
* Experience of working in a team within a busy technical environment
* Experience of using data to manage workload
* Demonstrable experience of adapting to and managing change in the workplace
* Experience of working to Health and Safety regulations
* Experience of maintaining workshop equipment

#### **Skills, knowledge & abilities**

* Excellent customer services skills
* Knowledge of composite manufacturing technologies, including understanding of techniques and materials
* Ability to use manual machine tools
* Working collaboratively across boundaries to achieve common goals
* Strong capabilities in MS Office suite or equivalent experience
* Building and maintaining strong working relationships across an organisation
* Good judgement of situations and people and the ability to respond appropriately and professionally
* Excellent interpersonal skills including the ability to explain technical information, with tact and diplomacy when dealing with students and staff
* Excellent attention to detail
* Excellent verbal and written communication skills
* Excellent organisational and time management skills
* Ability to adapt and be flexible
* Awareness of specific legislative and health and safety practices and procedures ensuring compliance
* Excellent digital literacy

#### **Business requirements**

* Willingness to take a flexible approach to work, including limited evening and weekend working
* Play an active role at Open Days, Graduation events etc
* Demonstrate commitment to own professional development

### **Desirable Criteria**

#### **Experience**

* Experience in machine fabrication (lathes / mills / CNC)
* Experience in testing of materials and/or components
* Experience of tensile testing, hardness testing, fatigue testing and sample preparation
* Confident user of manual metrology equipment and maintaining records
* Demonstrable experience in manufacturing composite materials

#### **Skills, knowledge and abilities**

* Able to monitor technical standards across the resource area, highlighting and prioritising any issues for further investigation
* Able to perform diagnosis and fault finding of equipment, techniques and procedures
* Ability to use autoclave and associated composite manufacturing equipment
* Full understanding of safety relating to handling, storage, use and disposal of potentially hazardous substances

# **Benefits**

As well as competitive pay scales, we offer generous holiday entitlement. We also offer opportunities for further salary progression based on performance, and the opportunity to join a contributory pension scheme.

For more information on the benefits of working at the University of Derby go to [the Benefit pages of our website.](https://jobs.derby.ac.uk/display.aspx?id=1912&pid=0&tabId=230)

# **Our People**

The University of Derby is committed to promoting equality, diversity, and inclusion. However you identify, we actively celebrate the knowledge, experience and talents each person brings. Our students come from a wide range of backgrounds; therefore we are particularly interested to hear from applicants who will help our leaders and teams be more reflective of our student population.