

Laboratory Technician

Grade: 6

Our Vision

An innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy.

Our Outcomes

We want everyone in Staffordshire to:

- Have access to more good jobs and share the benefit of economic growth
- Live in thriving and sustainable communities
- Be healthier and more independent for longer

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

- Ambitious – We are ambitious for our communities and citizens
- Courageous – We recognise our challenges and are prepared to make courageous decisions
- Empowering – We empower and support our people by giving them the opportunity to do their jobs well.

About the Service

Directorate Purpose

Staffordshire County Council is one of the largest local authorities in the UK with an ambitious vision for Staffordshire and its people. Achievement of that vision will be underpinned by the support of the Council's Economy, Infrastructure and Skills directorate (EI&S). The vision for EI&S is to help Staffordshire's economy grow, so that everyone has the opportunity of a good

job and good prospects in a beautiful, safe, accessible, vibrant, cultural, prosperous, business friendly and sustainable county.

Service Purpose

The Highways & Built County team is a multi-disciplinary team whose purpose is to manage, maintain and sustainably improve Staffordshire's Built Environment so that amongst other things it is safe, accessible, functions well, promotes inward investment and economic growth, and supports social cohesion and healthy lifestyle choices.

This will be achieved by:

- Keeping the network in the best condition possible with resources available using asset management to enable the lowest whole life cost of asset ownership.
- Supporting Staffordshire's economy to grow, generating more and better-paid jobs ensuring that work on the highway is of the required quality.
- Improving customer satisfaction with Staffordshire County Council and enhance its reputation.
- Ensuring that highway information required to manage and maintain the network and support asset management decisions is available, is held in the best place is accurate and of the required quality.
- Taking action to reduce waste generation, re-use resources where possible, reduce energy use, increase sustainable travel, adapt to climate change already taking place and for the future.
- Keeping the network safe for all users, improving network resilience and availability, providing a freer flowing network, supporting events on the highway and where issues do occur, efficiently and effectively administering claims.
- Keeping people safe from harm, empowering people to deliver and grow, innovate, share knowledge and best practice.

About the Role**Reporting Relationships****Responsible to: Testing Manager****Responsible for: None****Key Accountabilities:**

1. Carry out testing of highways construction materials both in the laboratory, out on site or on the highway in accordance with current procedures, as directed by the Senior Technicians or Testing Manager.
2. Work with with customers, contractors and suppliers on site or in the Laboratory to ensure that the correct testing is carried out to their specific requirements.
3. To assist in administrative duties associated with materials testing. For example, data entry to ensure results are reported to the required accuracy and sent out promptly to clients.
4. Contribute to the development and improvement of processes, procedures, quality management systems as appropriate.
5. Maintain an awareness of current standards and innovations in order that best practice can be adopted and developed. Be willing to undertake training required for the role.
6. Ensure all work carried out complies with the requirements of the latest health and safety laws, with particular regards to Construction (Design and Management) regulations.
7. Undertake day to day maintenance/ calibration of equipment as required and ensure that it is kept in a good working condition at all times.
8. To undertake such other duties as may be allocated from time to time in accordance with the general nature and grading of the post and the operational needs of the department as a whole.

It may be necessary on occasion for the post holder to work outside normal office or contractual hours to meet the demands of the service provided.

This post is designated as a casual car user

Professional Accountabilities:

The post holder is required to contribute to the achievement of the Council objectives through:

Financial Management

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

People Management

Engaging with People Management policies and processes

Equalities

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

Climate Change

Delivering energy conservation practices in line with the Council's climate change strategy.

Health and Safety

Ensuring a work environment that protects people's health and safety and that promotes welfare, and which is in accordance with the Council's Health & Safety policy.

Safeguarding

Commitment to safeguarding and promoting the welfare of vulnerable groups.




The content of this Job Description and Person Specification will be reviewed on a regular basis.

Person Specification

A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

Minimum Criteria for Disability Confident Scheme *	Criteria	Measured by
	Qualifications/Professional membership <ul style="list-style-type: none"> GCSE (grade C or above or equivalent) in a mathematical subject and English. 	A
	Knowledge and Experience <ul style="list-style-type: none"> Knowledge and/or experience in the testing of soils, concrete, bituminous and other constructional materials Knowledge and/or experience of site investigations and in situ testing of soils and other materials Knowledge and understanding of testing standards and material specifications Appropriate degree of computer literacy including word processing and spread sheets, etc. Experience of working in multi-disciplinary teams Physical fitness and mobility pursuant to the activities of the post A high degree of manual dexterity A current driving license 	A/I/T
	Skills <ul style="list-style-type: none"> Good communication and interpersonal skills (verbal and written) Ability to work under pressure and achieve daily / weekly / monthly targets Commitment to personal and employee development The ability to exercise sound judgement in non-routine situations Team worker/player People and customer management A flexible approach to working arrangements to address out-of-hours commitments to meet the needs of the service <p>This post is designated as a casual car user</p>	A/I/T



If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, braille, another language on cassette or disc, please ask us by contacting
Talent & Resourcing Team 01785 278300