

**Laboratory Assistant**

**GRADE 2**

**Job Purpose**

Responsible for laboratory cleanliness, general housekeeping and assisting technical staff as required; including providing clean and sterile materials, and handling and disposing of waste in a safe manner.

**Main Duties and Responsibilities**

1. Use sterilisation equipment, including autoclave and glass wash machines, to provide clean and/or sterile laboratory glassware and media.
2. Dispose of contaminated waste in accordance with standard operating procedures.
3. Maintain housekeeping and cleanliness standards e.g., clean benches, sinks and equipment, and replenish consumables.
4. Assist technical staff with preparation and set-up of laboratories following established methods and operating procedures, e.g. labelling containers and dispensing non-hazardous materials, using a range of equipment.
5. Assist technical staff with the clear up of laboratories as instructed e.g., collecting glassware and contaminated waste.
6. Collect and deliver laboratory laundry.
7. Adhere to relevant codes of practice and health and safety protocols for safe work in laboratories.

**Qualifications**

Either: Ability to demonstrate the competencies required to undertake the duties associated with this level of post having acquired the necessary knowledge and skills in a similar role. Or: Minimum Scottish Credit and Qualification Framework level 3 in English and Mathematics (National 3) or equivalent.

**Knowledge, Skills and Experience**

* Understanding of cross contamination issues.
* Knowledge of laboratory equipment and machinery.
* Basic IT skills.
* Manual handling skills.
* Ability to follow instructions, both verbally and in writing.
* Accuracy and attention to detail.
* Ability to communicate effectively with a wide range of people.
* Capable of working independently and as part of a team.
* Ability to adapt to changing situations and readjust priorities.
* Willingness to participate in training to acquire additional skills.