



<b>College   Management Unit:</b>	UCD College of Health & Agricultural Sciences
<b>School   Unit:</b>	UCD School of Veterinary Medicine / Herd Health and Animal Husbandry
<b>Post Title &amp; Subject Area (if relevant)</b>	<b>Technical Officer</b>
<b>Post Duration:</b>	Specified Purpose cover (estimated duration 6 months)
<b>Grade:</b>	Technical Officer
<b>Line Manager</b>	Head of Section and/or nominee
<b>Competition Ref. N<sup>o</sup></b>	017957
<b>HR Administrator</b>	Julie Breen

**Position Summary:**

The role of the Technical Officer is to provide technical, training support and administrative support as appropriate to the Herd Health, Animal Husbandry and Farm Animal Clinical studies Section in the UCD School of Veterinary Medicine. The position will be based equally between UCD Lyons farm, and/or UCD Belfield. The appointee will provide research and teaching support to the section. Research support will be in the areas of reproductive biology including hormone / metabolite analyses, nutrition and herd health including feed analyses, herd health data entry and analyses. Teaching support will be in the areas of animal handling with large animals, laboratory and animal based practical's (e.g. nutrition and reproduction), and computer based expertise (e.g. computer support for both online and conventional teaching formats). The successful candidate will be expected to take a lead role in technical support in these activities. Candidates will have training, qualifications and experience relevant to endocrinology (hormone and metabolite analyses). The candidate should be able to demonstrate good initiative, a strong work ethic, high quality technical skills and excellent oral and written communication skills. Applicants must have experience in handling large animals such as cattle, sheep, horses.

**Principal Duties and Responsibilities:**

**Technical Skills:**

- Champion continuous technical improvements, setting standards and engenders flexibility within the team
- Contribute to the maintenance and upkeep of equipment involved in both research and teaching
- Keep up to date with technical developments and adapt to new technologies

**Health and Safety:**

- Champion best Health and Safety practices
- Ensure that safe practice and the use of protective equipment and clothing are part of the normal day to day routine
- Report risks which may affect safety at work to the designated supervisor and make them aware of the actions needed to contain, reduce or manage risks

**Management & Planning:**

- Understand objectives and how they link to the overall programme of work within the School/Unit
- Prioritise and organise work to meet goals and targets of the School/Unit
- Assist with annual/forward planning activities

**Interpersonal Skills:**

- Convey technical information in a clear, concise and easily understood way

- Listen to and deal sensitively and patiently with others.
- Actively contribute to the work of the team, set a good example and accept responsibility for own decisions
- Assist with aspects of induction process for new staff and students
- Respond to routine requests for assistance from team members

**Service Requirements**

- Demonstrate a professional service approach to all elements of work

**Innovation/Flexibility/Adaptability**

- Proactively identify areas for innovation and develop practical suggestions for their implementation
- Value new ideas and input from others
- Adjust work schedules, tasks and priorities as appropriate

**Particular to this position:****95 Technical Officer\_2013 (7915) Salary Scale: €45,793 - €60,117 per annum**

Appointment will be made on scale and in accordance with the Department of Finance guidelines.

Details on eligibility to compete and pension information is available at

<https://www.ucd.ie/hr/resourcing/eligibilitytocompete/>

UCD is committed to creating an inclusive environment where diversity is celebrated and everyone is afforded equality of opportunity. We welcome applications from everyone, including those who identify with any of the protected characteristics that are set out in our Equality, Diversity and Inclusion policy. Learn more about Diversity at

<https://www.ucd.ie/workatucd/diversity/>

Reasonable accommodations will be provided to any applicant during the interview process who discloses they have a disability or are neurodiverse.

**Selection Criteria**

Selection criteria outline the qualifications, skills, knowledge and/or experience that the successful candidate would need to demonstrate for successful discharge of the responsibilities of the post. Applications will be assessed on the basis of how well candidates satisfy these criteria.

Mandatory:

- Honours Degree (for individuals who commenced in UCD post November 2006); NCEA Diploma or equivalent (for individuals who commenced in UCD pre November 2006)
- Excellent communication and interpersonal skills, both oral and written
- Ability to work independently and under direction as well as an ability to work closely with others as part of a team environment
- Excellent planning and organisation skills including a demonstrated ability to work accurately with attention to detail
- Knowledge of health and safety legislation as it pertains to laboratory work
- Experience of supporting research activities with large animals (cattle, sheep, horses)
- Flexible approach to work, and willingness to assist with change in an evolving organisation
- Demonstrable evidence of computer literacy (MS Word, Excel, Powerpoint), educational software and online tools, and an ability to learn unit specific software
- Experience and ability to handle and restrain large farm animals (eg cattle, sheep and horses) and technical competence around animal procedures (blood sampling, ultrasonography)
- Technical skills including feed analyses, immunoassays, biochemical analyses, grass budgeting
- Candidates must demonstrate an awareness of equality, diversity and inclusion agenda

Desirable:

- Minimum 3 years' experience of working in a laboratory or workshop environment
- Experience of working in an educational setting including experience of interacting with all levels of staff and students
- Experience in working with herd data in a research setting
- First Aid and Safety Training
- Experience with diagnostic methodologies, e.g., immunodiagnostics and genomics (real time PCR and global genomic methods, etc)
- Experience with software used in an academic environment (e.g., teaching platforms such as Brightspace, Moodle, Adobe Presenter and Adobe Premiere Elements)

**Supplementary information:**

The University:	<a href="https://www.ucd.ie/">https://www.ucd.ie/</a>
UCD Strategy 2020-2024: Rising to the Future	<a href="https://strategy.ucd.ie/">https://strategy.ucd.ie/</a>
Equality Diversity and Inclusion at UCD	<a href="https://www.ucd.ie/workatucd/diversity/">https://www.ucd.ie/workatucd/diversity/</a>

**Informal Enquiries ONLY to:**

Please note this section is optional. Applications will be addressed to an assigned HR administrator.

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