

# JOB DESCRIPTION



<b>Job Title:</b> Biological Services Facility Junior Technician
<b>Department:</b> Biological Services Facility/ITD Central
<b>Faculty/Professional Service:</b> Infectious and Tropical Diseases
<b>Location:</b> LSHTM, Keppel Street London
<b>Reports to:</b> Manager of BSF
<b>Responsible for:</b> N/A
<b>Full Time/Part Time/Casual:</b> Full time
<b>Hours</b> ( <i>if less than full time</i> ):
<b>Grade:</b> Grade 3
<p><b>Overall Purpose of the job:</b> To provide husbandry, care, and maintenance of genetically altered (GA), inbred and outbred laboratory rodents and fish and snails housed in IVC, Isolators &amp; fish tanks by:</p> <ul style="list-style-type: none"> <li>• Providing a high standard of work, organisation, and hygiene</li> <li>• Provision of food into hoppers and preparation of wet-mash as necessary</li> <li>• Ensuring that the animals have fresh water provision at all times</li> <li>• Breeding, weaning, and mating of rodent and zebrafish colonies.</li> <li>• The daily observations of animals, Checking the information on the cage/tank label is correct and reporting as necessary any abnormalities seen</li> <li>• Preparing live diets for fish</li> <li>• Ensuring fish environment is maintained to correct parameters</li> <li>• Work with our insectary colleagues will be required and full training will be given</li> </ul> <p>Maintaining accurate records and following Standard Operating Procedures and Protocols:</p> <ul style="list-style-type: none"> <li>• Carry out routine record keeping (e.g., cage/tank labelling, health records) to help ensure that accurate records are maintained.</li> <li>• Liaising closely with scientific staff whose animals the post holder is responsible for and working closely to protocols and SOPs, as appropriate</li> <li>• Issuing animals to researchers in response to requests and orders received, keeping meticulous hand-written records, updating existing databases and other BSF record keeping spreadsheets.</li> </ul> <p>Cleaning and processing cages/tanks, water bottles and equipment:</p> <ul style="list-style-type: none"> <li>• Cage/tank and water bottle cleaning and washing using washing equipment, as required.</li> <li>• Preparing items for autoclave, loading and emptying autoclave, including cages and materials for up to ACDP Hazard group 3.</li> </ul> <p>After appropriate training:</p> <ul style="list-style-type: none"> <li>• To assist and perform minor regulated procedures under the Animals Scientific Procedures Act 1986 A(SP)A – 1986</li> <li>• To carry out animal husbandry duties and regulated procedures at ACDP containment levels 2 and 3.</li> </ul>

- husbandry duties and regulated procedures at ACDP containment levels 2 and 3.
- Participate in weekend/bank holiday rota to perform animal husbandry duties unsupervised and work to lone working protocol.
- The BSF Manager may also from time to time require the role holder to perform other duties appropriate to the grade of the post.

## General Information

The London School of Hygiene & Tropical Medicine (LSHTM) is one of the world's leading public health universities.

Our mission is to improve health and health equity in the UK and worldwide; working in partnership to achieve excellence in public and global health research, education and translation of knowledge into policy and practice.

Staff and students are committed to helping create a more healthy, sustainable and equitable world for everyone, because we believe our shared future depends on our shared health.

We embrace and value the diversity of our staff and student population and seek to promote equity, diversity and inclusion as essential elements in contribution to improving health worldwide. We believe that when people feel respected and included, they can be more creative, successful, and happier at work. While we have more work to do, we are committed to building an inclusive workplace, a community that everyone feels a part of, which is safe, respectful, supportive and enables all to reach their full potential.

To find out more please visit our [Introducing LSHTM page](#).

## Our Values

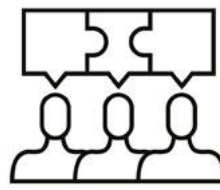
Our values establish how we aspire to achieve our mission both now and in the future - demonstrating what it means to work and study at LSHTM. Please visit our [LSHTM Values page](#) for further information.



**Act with  
integrity**



**Embrace  
difference**



**Work  
together**



**Create  
impact**

## FACULTY/DEPARTMENT INFORMATION

### Faculty of Infectious and Tropical Diseases

The vision of the Faculty of Infectious and Tropical Diseases is to deliver outstanding contributions to reduce the evolving disease burden related to infections and global health inequity. The range of disciplines represented is broad, including all laboratory-based research at LSHTM's London campus, and encompassing a "bench to boardroom" portfolio with research approaches from fundamental biology through clinical research to impact on policy and practice. It is headed by **José Bengoechea**, who is **Professor in Microbiology and Infectious Diseases**. The spectrum of diseases studied is wide; our main research interests include vector-borne diseases especially malaria; respiratory diseases including tuberculosis and bacterial pneumonia; enteric infections; HIV and other sexually transmitted infections; neglected tropical diseases including trachoma, leishmaniasis, schistosomiasis and trypanosomiasis; vaccine development and evaluation; and the prevention of blindness. The Faculty is organised into three research departments comprising: Clinical Research, Disease Control, and Infection Biology. Interdisciplinary research is a major strength, and we encourage collaboration between scientists in different research areas. The Faculty has close links with colleagues and collaborators in more than 100 countries. Our teaching programme includes MSc courses which are module in structure, both intensive taught in London and by distance learning; a variety of short courses and an [active doctoral programme](#) (PhD and DrPH). For further information on the Faculty see [here](#).

#### ***Department of Clinical Research (Head: Professor Dave Moore)***

The Department of Clinical Research addresses infectious diseases of major public health importance in developing countries. Activities include trials of new therapies, vaccines and educational interventions; the development of new diagnostic tests; studies to elucidate the immunological and molecular correlates of pathogenesis and protective immunity, and to identify genetic polymorphisms conferring protection or susceptibility to infectious diseases; health services research which aims to identify the most efficient and cost-effective way to deliver health care; and health policy analysis. In addition to our many overseas collaborations, we have close links with the Hospital for Tropical Diseases, in purpose-built accommodation on the main UCL Hospital campus, five minutes walk from the School. The Wellcome Trust Bloomsbury Centre for Global Health Research is based in the Department, and supports Clinical Fellows at all levels, most of whom are based overseas.

The Department's main research interests include HIV and related infections; in particular, the interaction between HIV infection and tuberculosis, and other sexually transmitted diseases; malaria; trachoma; leprosy; diagnostic tests for resource limited settings; eye health; disability; and travel medicine.

#### ***Department of Disease Control (Head: Professor Mary Cameron)***

The Department of Disease Control is a multidisciplinary, cross-cutting department, operating in a global context and committed to excellence in research, innovation, learning and engagement. We have an outstanding reputation for internationally competitive research and teaching excellence, with demonstrable impact in the control of diseases, worldwide. Our diverse scientific staff comprises entomologists, epidemiologists, mathematical modellers, geographers, public health engineers, hygiene specialists, social scientists, engineers, statisticians and

clinical scientists. We also have a strong team of project administrators, coordinators, managers, and communication specialists, who provide expert support to our research programmes in the UK and overseas. We are a highly collaborative Department, with extensive partnerships and collaborations with researchers from many countries and organisations around the world, as well as internally, with multiple School Departments. Our work cuts across several School Centres such as the Vaccine Centre, the Malaria Centre, Centre for Evaluation and the MARCH Centre.

Our staff play influential roles as consultants and key advisors to organisations including the WHO, CDC, Malaria Consortium, Public Health England, Department of Health, DFID, Bill and Melinda Gates Foundation, the Royal Society, Research Councils, Academy of Medical Sciences, the World Bank, Governments and private sector manufacturers and innovators, amongst many others. Our range of expertise provides us with an impressive set of tools for addressing the control of diseases that are insect-borne, water-borne or associated with poor hygiene – mostly in low- and middle-income countries. Much of our research is directed at current health policy issues and addressing gaps between policy and practice.

### ***Department of Infection Biology (Head: Professor Martin Hibberd)***

The Department of Infection Biology brings together pathogen molecular biology and immunology and infection research across the School. The Department benefits from state of the art facilities and strong collaborations, many of which are with partners in disease endemic countries.

We study the molecular biology and genetics of pathogens and interaction with their hosts, to improve understanding and control of infectious diseases and to understand the complex and dynamic ways by which pathogens modulate virulence and interact with the human host. Such a holistic approach will vastly increase the scope for the rationale of design of long-term intervention strategies to reduce the burden of infectious disease. In recent years such a mission has been significantly enhanced by the availability of whole genome sequences. The Department is involved in several pathogen genome projects, and post genome studies which facilitate understanding of complex parasites. The interpretation and exploitation of this basic information is the platform for numerous new avenues of research on pathogenesis, epidemiology and the evolution of virulence.

Our research in immunology and infection centres on analysis of the host response to infection at the molecular, cellular and population levels. The goals are to develop a greater understanding of basic mechanisms of immunological protection versus pathology, and to apply this knowledge to the development of immunological interventions and the identification of correlates of immune status. Our work involves application of state of the art cellular and molecular approaches to the in vitro analysis of pathogen-host cell interactions, to in vivo studies in models, and to the study of immunity at the population level in disease endemic areas. We also conduct translational research for the development and evaluation of diagnostic approaches to identify disease foci and monitor drug resistance

### ***Teaching***

LSHTM offers 20 one year full-time taught programmes leading to the Master of Science (MSc) degree of the University of London and the Diploma of the London School of Hygiene and Tropical Medicine (DLSHTM). The Faculty of Infectious

and Tropical Diseases runs or contributes substantially to nine of these MSc programmes. In addition, the Faculty is responsible for the three-month Professional Diploma in Tropical Medicine and Hygiene and the Professional Diploma in Tropical Nursing. The Faculty also offers a range of specialist short courses lasting usually one or two weeks. LSHTM offers a further six MSc programmes by Distance Learning, with the Faculty responsible for the MSc Infectious Diseases.

### ***Research Training***

The School offers two doctoral training programmes. The MPhil/PhD degrees are designed for those who wish to go on to a full time research career. The DrPH is directed towards those who expect their careers to be more in the practice of public health.

## **Main Duties and Responsibilities**

### ***Communications***

- Ability to communicate information helpfully and accurately to colleagues and BSF research users.
- Respond to requests by research staff and senior animal technicians for information relating to animals within their care.
- Report any animal welfare related concerns for animals within their care to research staff and senior animal technicians.
- Recording of animal information on cage cards, day books and health records, both as handwritten records and input into relevant databases

### ***Teamwork and Motivation***

- Willing and able to work independently and as part of a team.

### ***Liaison and Networking***

- Liaising with other BSF staff
- Receive visitors and provide basic information in a courteous and correct manner to promote a positive image of the service.

### ***Service Delivery***

Service delivery as directed by the senior animal technician is:

- The continuous daily checking of individual animals and their diet and water supplies, topping up or changing where necessary.
- The regular changing of dirty cages and water bottles to clean sterile cages and bottles, ensuring that environmental enrichment is provided to every cage.
- The regular topping up of diet in cages
- The daily weaning of animals
- The restocking of store supplies to animal area and individual rooms to ensure that the above services can be carried out
- Daily checking of fish, their environment and feeding requirements
- To respond to general enquiries from new and existing staff and researchers regarding in-house policies and procedures
- To assist animal technicians and research staff with minor regulated procedures / surgery.

### ***Decision Making***

- Local decision-making following work priorities and instructions provided.
- Topping up sterile water and diet supplies in animal cages where necessary.
- Separating overstocked cages/tanks to comply with Home Office guidance.
- Changing dirty cages when necessary and before the allocated cage cleaning day e.g. breeding trios.
- Weaning animals.
- To report any concerns regarding animal health and stocking densities to the senior animal technician to ensure that a high standard of animal husbandry care and welfare is provided.

### ***Planning and Organising***

- Good documentation skills, accurate record keeping.
- Perform routine activities to appropriate standards and to meet deadlines.

- Following oral or written instructions or standard operating procedures

### ***Initiative and Problem Solving***

- Prioritise own workload when required, by deciding the most appropriate course of action.
- Report any animal related problems or equipment faults to a senior animal technician.
- Restocking of consumable supplies to the area and to the rooms where required.
- When cages/tanks are overstocked the role holder will be expected to separate to comply with Home Office Guidance.
- Recognition of common welfare problems, reporting to senior staff and taking appropriate remedial action e.g. recognition of aggressive territorial behaviour.
- Provision of wet mash or dietary supplement to support animal recovery and good welfare.

### ***Sensory and Physical demands***

- The role will involve a degree of physical labour where much of the work is confined throughout the day in a secure, windowless environment.
- Some administrative work is carried out on a VDU such as data input, checking email account for work request.

### ***Work Environment***

- Continuous daily handling of laboratory animals and associated equipment will expose the role holder to animal allergens with the additional risk of animal scratches and bites. Uniform and protective clothing and footwear is provided, and steps taken to reduce the risk of contact to animal allergens e.g. local exhaust ventilation, PPE and RPE. Animals are contained in IVCs, filter cages and Isolators.
- There is also some risk of personal accident or injury in using syringes and sharp instruments in experimental procedures and surgery.

### ***Pastoral Care and Welfare***

- The role holder will be expected to treat any information regarding the animal facility as confidential.
- Due to the nature of the work, there is a possible risk of confrontation or conflict with animal activists.
- Role holder has collective responsibility, along with all animal personnel, to ensure correct procedures and best practice are always followed. A breakdown in procedures may result in staff being exposed to potential animal allergens and the health of animals being compromised.

### ***Team Development***

The role holder helps develop the skills and knowledge of others in the immediate work team by:

- Providing general supervision as directed by the senior animal technician to new and existing staff in all aspects of in-house procedures and policies and husbandry, care and welfare of animals within the animal area.
- Responding to general request for information from senior animal technician regarding animals within their care.

**Teaching and Learning Support**

The role holder helps develop the skills and knowledge of others who are not part of the immediate work team by:

- Providing support and guidance to research staff and visiting service technicians regarding all aspects of in-house procedures and policies within the animal area.
- Providing support and guidance to research staff regarding husbandry, care, and welfare of animals within the animal area.

Demonstrates the use of general equipment as directed by the senior animal technician to research staff and visiting service technicians.

**Additional Information**Generic duties and responsibilities of all LSHTM employees

This job description reflects the present requirements of the post but may be altered at any time in the future as duties and responsibilities change and/or develop providing there is consultation with the post-holder.

The post-holder will carry out any other duties, tasks or responsibilities as reasonably requested by the line manager, Dean of Faculty, Head of Department or Head of Professional Service.

The post holder will be responsible and accountable for ensuring all LSHTM policies, procedures, regulations and employment legislative requirements are adhered to including equality and diversity and health and safety.

**This job description is not a definitive or exhaustive list of responsibilities but identifies the key responsibilities and tasks of the post holder. The specific objectives of the post holder will be subject to review as part of the individual Performance and Development Review (PDR).**



## PERSON SPECIFICATION

This form lists the essential and desirable requirements needed by the post holder to be able to perform the job effectively.

Applicants will be shortlisted solely on the extent to which they meet these requirements.

Competency	Evidence	E / D
<b>Education, Qualifications and Training</b>	<ul style="list-style-type: none"> <li>GCSE or equivalent in Math's, English and Science</li> <li>A-Level Science or equivalent</li> <li>IAT Level 2 Animal Technology</li> <li>Home Office personal licence</li> </ul>	E  D D D
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience in following instructions accurately</li> <li>Ability to work as a member of a team.</li> <li>Ability to complete work tasks to deadlines and to a specified standard.</li> <li>Experience of animal handling and routine husbandry.</li> <li>Experience in using cage washing equipment and autoclaves</li> </ul>	E  E E  E  D
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>Ability to use and manipulate Email, Microsoft Excel, and Word</li> <li>Good documentation skills, accurate written record keeping.</li> <li>Basic understanding of the legislation relating to laboratory animals.</li> <li>Understanding related Health and Safety regulations</li> </ul>	E  E  E  D
<b>General</b>	<ul style="list-style-type: none"> <li>To demonstrate the school's values through your behaviour at work, including your duties and responsibilities in respect of equality and diversity, health and safety, data protection, and any other legislative requirements;</li> </ul>	E

E-Essential: Requirement without which the job could not be done

D-Desirable: Requirements that would enable the candidate to perform the job well

Date compiled: July 2025

## Salary and Conditions of Appointment

The post is without duration and full time 35 hours per week, 1.0 FTE. This post is available immediately. The salary will be on the LSHTM salary scale, grade 3 in the range £29,814 - £33,457 per annum pro rata (inclusive of London Weighting).

The post will be subject to the LSHTM terms and conditions of service. Annual leave entitlement is 30 working days per year, pro rata for part time staff. In addition to this there are discretionary "Wellbeing Days." Membership of the Pension Scheme is available.

LSHTM has a Hybrid Working Framework, which alongside agreed service requirements, enables teams to work more flexibly (if the role allows), promoting a greater wellbeing and work/life balance.

## Application Process

Applications should be made on-line via our [jobs website](#). Applications should also include the names and email contacts of 2 referees who can be contacted immediately if appointed. Online applications will be accepted by the automated system until 10pm of the closing date. We regret that late applications cannot be accepted. Any queries regarding the application process may be addressed to [jobs@lshtm.ac.uk](mailto:jobs@lshtm.ac.uk).

The supporting statement section should set out how your qualifications, experience and training meet each of the selection criteria. Please provide one or more paragraphs addressing each criterion. The supporting statement is an essential part of the selection process and thus a failure to provide this information will mean that the application will not be considered. An answer to any of the criteria such as "Please see attached CV", "Yes" or "No" will not be considered acceptable and will not be scored.

Please note that if you are shortlisted and are unable to attend on the interview date it may not be possible to offer you an alternative date.

## Asylum and Immigration Statement

LSHTM will comply with current UKVI legislation, which requires all employees to provide documentary evidence of their legal right to work in this country prior to commencing employment. Candidates will be required to email a copy of their passport (and visa if applicable) to HR prior to their interview and if appointed will be asked to bring the original documents in to be copied and verified before their start date.

This role does not meet the minimum requirements set by UKVI to enable sponsorship under the skilled worker route. Therefore we cannot progress applications from candidates who require sponsorship to work in the UK.