

# Candidate Brief

## Microbial and Molecular Technician

Microbial and Molecular Services (MMS)

CABI Egham

May 2017

## CABI BACKGROUND

CABI is an international not-for-profit organization that improves people's lives by providing information and applying scientific expertise to solve problems in agriculture and the environment. CABI is an intergovernmental organization that can trace its origins back to 1910. Our 48 member countries guide and influence our core areas of work, which include International Development and Publishing.

We have over 500 staff based in 16 countries. We have offices in Brazil, China, Ghana, India, Kenya, Malaysia, Pakistan, Switzerland, Trinidad & Tobago, the UK, the USA and Zambia.

### CABI's Knowledge Business

CABI produces key scientific publications, including CAB Abstracts – the world-leading abstracting and indexing database covering applied life sciences. We also publish multimedia compendia, books, eBooks and full text electronic resources aiming to further science and its application to real life. CABI invests its publishing surpluses directly into development projects, helping to improve livelihoods worldwide.

### International Development projects and research

Through knowledge sharing and science, CABI helps address issues of global concern such as improving global food security and safeguarding the environment. We do this by helping farmers grow more and lose less of what they produce, combating threats to agriculture and the environment from pests and diseases, protecting biodiversity from invasive species, and improving access to agricultural and environmental scientific knowledge.

For more information go to [www.cabi.org](http://www.cabi.org) and [www.plantwise.org](http://www.plantwise.org)

## THE ROLE

<b>Job title:</b>	Microbial and Molecular Technician (3 Year Initial contract with possibility of further extension depending on performance and business needs)
<b>Salary range:</b>	£18.5k to £20.5k depending on skills and abilities
<b>Grade:</b>	HAY Band 2
<b>Reporting to:</b>	Molecular Microbiology Team Leader
<b>Direct reports:</b>	none
<b>Key peer group:</b>	Other Technical Support staff on site
<b>Location:</b>	<b>Egham, UK</b> - In order to process any applications from nationals outside of the EU and UK, we would require documentation to show the applicant is currently resident and able to work in the in the UK, or is able to relocate by own means and possesses full authorisation from the UK Border Agency (for further information please use the following link <a href="https://www.gov.uk/government/organisations/uk-visas-and-immigration">https://www.gov.uk/government/organisations/uk-visas-and-immigration</a> )

### Purpose of the role:

The key function of this role is to provide support to the Microbiological and Molecular Services group. The successful applicant will join a team of specialists and support staff involved in the identification, testing, characterisation and preservation of microorganisms. The role will require a range of aseptic microbial and molecular techniques including subculturing microorganisms, DNA isolation, and PCR based methods. Previous experience and proven capability in microbial and molecular techniques is essential. Knowledge of Quality Systems operation will be an advantage, as an element of the role will be to support the operation of CABI's MMS.

### Key accountabilities:

- Isolation and purification of microorganisms, predominantly bacteria, fungi, and yeasts;
- Undertake a range of molecular techniques including DNA isolation, and PCR based methods;
- Preparation of cultures in a format suitable for delivery into CABI's proteomic and genomic technology platforms / workflow;
- Maintenance of necessary supplies for operation of molecular activities;
- Provision of technical support for projects and training courses;
- Work in accordance with ISO/IEC 17025/2005 standard specifications;
- Other technical activities to be undertaken for delivery into CABI's work-flow or projects, as required by the Delivery Team.

## CANDIDATE PROFILE

### Knowledge & Skills

- Knowledge of and skills in using a wide range of molecular techniques (required)
- Skilled in microbiology procedures including aseptic techniques, subculturing, and use of microscopes (required)
- Good oral and written communication skills (required)
- Experience of working within a ISO/IEC 17025:2005 accredited laboratory (desirable)
- Multiplex PCR, qPCR, Next Generation Sequencing (NGS) Library Preparation methods (desirable)
- Bioinformatics methods for taxonomical investigations, and NGS datasets (desirable)
- Experience of working with microfungi, including slide preparation and identification (desirable)

### Education & Qualifications & Experience

- Degree or equivalent in Biological Sciences (required)
- Competence in the MS Office suite of software (required)
- Experience with practical research projects (desirable)

### Personal Characteristics

- Ability to work as part of a team (required)
- Self-motivated and able to work with little supervision (required)
- Good organisational skills and ability to manage large workloads effectively (required)
- Flexibility & adaptability (required)

#### NOTE

This job description is not intended to be exhaustive. It is expected that the post holder and CABI will adopt a flexible attitude and accept that the duties may have to be varied according to circumstances, in particular changing corporate requirements and individual development needs.

## EQUAL OPPORTUNITIES

CABI is an equal opportunities employer and welcomes applications from candidates irrespective of age, gender, race, colour, nationality, ethnic or national origin, disability, religion, sexual orientation or marital status. No applicant will be disadvantaged by conditions which cannot be shown to be justified and selection will be based on merit.

## HOW TO APPLY

To apply please send the following to [recruitment@cabi.org](mailto:recruitment@cabi.org) quoting Job Reference 20/2017 and stating where you saw this post advertised

- 1) a detailed covering letter describing in full how you meet the candidate profile and to include details of your current remuneration;
- 2) a full Curriculum Vitae;
- 3) the names and contact details of three referees, one of whom must be your current or most recent employer – referees will not be contacted without your prior permission.

**Please note closing date for receipt of applications is 31 May 2017.**  
**Interviews are likely to be held within the early part of June 2017.**

Please also note that candidates that fail to follow the application instructions above may disadvantage their application at the selection stages.