



JOB DESCRIPTION

Job Title	Assistant Scientist & Sampling Officer		
Directorate	Regulatory and Operational		
Reporting to	Scientist		
Grade	15		
Evaluation ref:	AU1184	Job ref:	Family
Role purpose			
To undertake chemical analysis and report results; assist with general scientific investigations and site work; move between teams as workloads fluctuate.			
Responsibilities			
On-site activity			
<ul style="list-style-type: none">• Assist with site-sampling work in all weathers at a range of locations to include landfill sites (operating and historic), working quarries, industrial discharge locations, wastewater recycling plants, household waste recycling centres, recreational facilities, schools, and public events. Undertake and apply training to use site-appropriate equipment for gas monitoring, environmental and drinking water sampling. Maintain safe and accurate working practices, while continually assessing site risks and changes.• Assist with the development and maintenance of documentation related to site operations, e.g. Health and Safety, Risk Assessment, nature/location of sampling sites, and points within sites, logistical/PPE/equipment requirements.• Drive company vehicles, to and from sites and MOT garage when necessary. Keep driving logs and maintain vehicle upkeep.			
Laboratory operations			
<ul style="list-style-type: none">• Prepare equipment, glassware, diffusion tubes, chemicals, and reagents for laboratory operations.• Respond to, or direct client queries via the mailbox, telephone or in person at the laboratory reception.• Develop and apply knowledge of all methods offered by the service. Assist with the operation of a variety of scientific instruments and techniques to UKAS standards. Record findings using the appropriate industry agreed standards.• Receive samples from clients and enter data into the Laboratory Information Management System (LIMS), which controls and manages the progress, cost and results of work undertaken in the laboratory.• As a component of the laboratory's quality management system, record the temperature of sample storage equipment, e.g. incubators, fridges.• Assist with sample disposal, glassware recycling, equipment, and laboratory space cleaning.			

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- Contribute to nationwide surveys and programs in which the laboratory becomes involved, e.g. trials of alternative methods for quality control purposes.

General tasks

- Undertake training as requirements and opportunities arise.

Deliver samples to sub-contracted laboratory's and collect samples from clients using service vehicles.

Impact

Contacts & Relationships

Regular contact with the Scientific Services team, and other colleagues across the council.

Private and business client relationships – develop and/or maintain these contacts.

Resources

Daily use and routine maintenance of a variety of complex scientific instruments.

Trained to carry out analytical determinations and procedures for water, environmental and miscellaneous methods.

Knowledge / Experience / Skills

	Essential	Desirable	
Knowledge			
Knowledge of Laboratory Information Management Systems (LIMS).		X	
Knowledge of Health and Safety and Risk Assessment procedures and Documentation.		X	
Familiarisation with laboratory instrumentation.		X	
Experience			
Teamwork experience.	X		
Experience managing client relationships.	X		
Experience of working in a laboratory.		X	

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Qualifications / Registrations / Certifications			
GCSE's or equivalent in a science-based subject, ideally chemistry.	X		
A-levels/BTec/OND (or equivalent) in a science related subject, ideally chemistry		X	
CSCS Green card.		X	
DWI certificate for Private Water Supply sampling.		X	
Skills			
A high level of competence with Microsoft Office programs (Word/Excel).	X		
An ability to contribute towards problem-solving.	X		
Ability to speak fluent English as stated in Part 7 of the Immigration Act (2016).	X		
Practical science-based work experience, with a water authority, or marine, waterways, national park organisations.		X	
An independent problem solver who can bring innovative thinking to working practices.		X	
Organisational skills to enable planning and scheduling of the workload.		X	
Working Conditions			
Working Arrangements			
Somerset Council's dynamic Working Strategy will be applied to this position .			
Corporate Responsibilities			
<ul style="list-style-type: none"> Understand, uphold, and promote the aims of the council's equality, diversity, and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do. Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all. 			



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Date: November 2024