



Laboratory Technician

Job Vacancy – SMS Ltd.	
Date of advert	16 th January 2019
Job Title	Laboratory Technician
Vacancy No.	SMS/LT/2019/01
Location	SMS Ltd., Units 1 & 2, Oldmeldrum Business Centre, Colpy Way, Oldmeldrum, AB51 0BZ.
Background	<p>SMS Ltd., was established in 2003, and primarily carries out microbiological and chemical analyses of food, water and environmental samples for industry, government agencies and private individuals. In addition consultancy and research in food hygiene and food processing, including HACCP, is conducted for both onshore and offshore industries.</p> <p>SMS is a UKAS accredited testing laboratory No. 4429. (United Kingdom Accreditation Service).</p> <p>SMS is an approved laboratory, by the Scottish Government, under the <i>Animal By-Products (Scotland) Regulations 2003</i> (Scottish Statutory Instrument 2003, No. 411).</p>
Location	<p>SMS Ltd., Units 1 & 2, Oldmeldrum Business Centre, Colpy Way, Oldmeldrum, AB51 0BZ.</p> <p>Sample collection from customer's premises may also be required.</p> <p>Legionella auditing at customer's premises may also be required.</p>
Job Description	<ul style="list-style-type: none"> • Media preparation (weighing out dehydrated media, dispensing liquid media, autoclaving, etc.). • Media quality assurance. • Maintenance of laboratory media stock (ensuring adequate stocks of media are available for immediate analysis of samples, maintaining adequate stocks of dehydrated media, etc.). • Equipment calibration (pH meters, balances, Dilumat, etc.). • Recording of data for laboratory records (recording daily incubator temperature readings, etc.). • Washing of laboratory glassware (washing glassware, filling and emptying dishwasher, filling and emptying drying cabinet, etc.). • Collection and sorting of clean glassware, and replacement in allocated storage areas. • Collection of broken glassware and disposal in designated bin(s). • Cleaning of laboratory suites (including sweeping and washing floors, washing glass partitions, etc.).



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	<ul style="list-style-type: none"> • Sample reception and booking in of customer samples (unpacking customer samples, checking agreement with customer paperwork, booking samples in to SMS Laboratory Systems, labelling samples, etc.). • Preparation of samples for processing in the laboratory (labelling sample bottles, plates, Petrifilms, stomacher bags, etc). • Microbiological analyses of samples (weighing out, plating out, ELISA, etc.). • Chemical analyses of samples. • Reading and recording sample results (reading plates, Petrifilms, ELISA, etc.). • Passing completed sample results (job packs) to Laboratory Manager. • Liaising with customers, e.g. clarifying sample analyses requested, interpreting results, etc. • Processing laboratory paperwork, customer reports, etc. • Preparation of laboratory report templates. • Auditing and Quality Control in support of UKAS accreditation. • Any other duties as may be requested by the Laboratory Manager. • Full training will be given where necessary. • This job description is not intended to be a complete list of duties but is meant as a guide. The job description will be reviewed and duties may change after consultation.
Full time / Part time	Full time.
Hours	37.5 hours per week: Monday - Friday, hours to be worked between 09:30 – 17:30. SMS operates a flexi-time system. Paid overtime will be required to be worked on weekends. Usually 1 weekend in 4, but this may vary due to staff holidays/absences/changes in workload.
Salary	Between £17065 & £18232, with salary depending on experience. There will be scope for salary progression, with training and experience. There is a contributory [Employer & Employee] pension scheme [NEST https://www.nestpensions.org.uk/schemeweb/nest.html]

Please send a cv and covering letter to:

Office Manager
 SMS Ltd.
 Units 1 & 2, Oldmeldrum Business Centre



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[closing date 15th February 2019]