

Marine Institute Job Description

Position	Temporary Laboratory Attendant - WFD Support
Contract	Laboratory Attendant – Temporary Specified Purpose Contract for up to 31st December 2027 (DHLGH funded)
Service Group	Marine Environment and Food Safety Services
Location	Marine Institute HQ, Oranmore, Co. Galway

Brief description of the Marine Institute:

The Marine Institute (MI) is a non-commercial semi-state body, which was formally established by statute (Marine Institute Act, 1991) in October 1992.

Under the Act, the Marine Institute was given the responsibility:

“to undertake, to co-ordinate, to promote and to assist in marine research and development and to provide such services related to marine research and development, that in the opinion of the Institute will promote economic development and create employment and protect the marine environment”.

The Marine Institute is the national agency responsible for marine research, technology, development and innovation (RTDI). The Marine Institute seeks to assess and realise the economic potential of Ireland’s 220-million-acre marine resource; promote the sustainable development of marine industry through strategic funding programmes and scientific services; and safeguard the marine environment through research and environmental monitoring. The Institute works in conjunction with the Department of Agriculture, Food and Marine (DAFM) and a network of other Government Departments, semi-state agencies, national and international marine partners.

Our vision - The Marine Institute, as a global leader in ocean knowledge, empowering Ireland and its people to safeguard and harness ocean wealth.

Our Mission - The Marine Institute, provides government, public agencies and the maritime industry with a range of scientific, advisory and economic development services that inform policy-making, regulation and the sustainable management and growth of Irelands’ marine resources. The Institute undertakes, coordinate and promotes marine research and development, which is essential to achieving a sustainable ocean economy, protecting ecosystems and inspiring a shared understanding of the ocean.

In order to achieve this vision, the MI have six service areas; (1) Ocean Science and Information Services, (2) Marine Environment & Food Safety Services, (3) Fisheries Ecosystems Advisory Services, (4) Irish Maritime Development Office, (5) Policy, Innovation and Research Services and (6) Corporate Services.

The Marine Institute 5 Year Strategic Plan (2018 to 2022) is available [here](#)

Harnessing our Ocean Wealth (HOOW) is an Integrated Maritime Plan (IMP) for Ireland. HOOW sets out a roadmap for the Irish Government’s vision, high level goals and integrated actions across policy, governance and business to enable our marine potential to be realised. Goal 2 of HOOW

focuses on healthy marine ecosystems and specifically; to protect and conserve our rich marine biodiversity and ecosystems; manage our living and non-living resources in harmony with the ecosystem; implement and comply with environmental legislation (see <http://www.ouroceanwealth.ie/>)

Description of MEFS Service Group:

Marine Environment & Food Safety Services

Marine Environment & Food Safety Services provide government agencies, industry and other clients with food safety, environmental and fish health scientific services, primarily through the implementation of monitoring programmes and research programmes and the provision of advice. The successful candidate will primarily be based within the MI Marine Chemistry Section.

Overview of M.I. Marine Chemistry Section

This section has a team of approx. 22 chemists, analysts, researchers and support staff engaged in statutory monitoring and complementary research activities relating to the health of the marine environment and the quality of marine foodstuffs. This monitoring is required to fulfil obligations under National and EU legislation and commitments under the Oslo and Paris Convention. In the course of this work, samples of fish, shellfish, sediments and water are collected and analysed for a broad range of determinants. The results are reported to National and International bodies and presented in the scientific literature. The work involves sampling, analysis, data assessment and reporting. A fundamental requirement for all research and monitoring programmes is the production of data of the highest quality. In this regard a quality system is in operation in the section with most test methods accredited by the Irish National Accreditation Board (INAB) to ISO17025 standard.

Summary of the Role:

The laboratory Attendant will primarily be responsible for carrying out a range of duties in support of the Water Framework (WFD) monitoring programme team. The role will include preparation of samples (e.g. biota, sediment and water) for analysis, contributing to monitoring programmes and relevant research initiatives and supporting operation of the laboratory and testing programme and associated fieldwork. All work will be completed within the ISO17025 quality system operated in the Marine Institute. The work will primarily be carried out in the Marine Institute's facilities in Oranmore Co. Galway. Assignments may also be carried out at other Marine Institute locations or in the field from time to time.

Background to Requirement

Water Framework Directive

The Water Framework Directive (WFD Directive 2000/60/EC) came into force in December 2000 and establishes a framework for the protection of inland surface waters, transitional waters, coastal waters and groundwater and was given legal effect in Ireland by S.I. No. 722/2003 - European Communities (Water Policy) Regulations 2003. The Department of Housing, Local Government and Heritage (DHLGH) have overall responsibility for implementing this directive in Ireland and the EPA are designated as the competent authority in Ireland. The Marine Institute have been tasked with

undertaking monitoring of certain quality elements in transitional and coastal waters; specifically, phytoplankton, benthic invertebrates, relevant pollutants and priority substances. There are strong links to other directives and marine monitoring requirements such as those required of shellfish waters and under the Marine Strategy Framework Directive 2008/56/EC.

Principal Tasks:

The candidate will be responsible for carrying out a range of duties consistent with the work described above. These include:

- Contribute to programme delivering WFD surveillance, operational and investigative monitoring for physico-chemical parameters, priority substances and relevant pollutants in coastal and transitional waters.
- Provide support for chemical analyses carried out in the laboratory ; for example through preparation of clean glassware, equipment, materials and reagents for analysts.
- Assist with the preparation and work-up of samples for analysis at MI and elsewhere.
- Support sampling and field monitoring by preparing and checking equipment, preparing sampling kits, cleaning vessels etc. as required.
- Carry out duties in support of the implementation of Marine Institute's ISO17025 quality system, such as equipment calibration, verification, participation on quality groups etc.
- Maintain stocks of consumables and materials in the laboratories and to carry out general laboratory housekeeping and maintenance of sample storage facilities.
- Keep paper and electronic records of laboratory activities as appropriate in line with the Marine Institute's ISO17025 Quality System protocols.
- Carry out certain laboratory analyses, under direction of laboratory analysts, as may be required and as appropriate to grade.
- Provide support for data management e.g. inputting data to databases.
- Undertake sampling and fieldwork as may be required This may involve participating in surveys on board research vessels from time to time.
- Any other duties relevant to the position and programme as may be required from time to time.
- Undertake tasks in relation to implementation of the Marine Institute's Health and Safety statement, policies and procedures.

Reporting Structure:

The successful candidate will report to the WFD Team Leader and the Senior laboratory Analyst.

Contacts:

Within the Marine Institute:

WFD Team Leader and WFD Team, Chemistry Data manager, Senior Chemist, Director MEFS, Section manager – Phytoplankton, Chemistry Section and Management Team & Staff of MEFS.

External:

Regular liaison with Government Departments including DHLGH, Department of Agriculture, Food and the Marine and; scientists and officials from other government organisations, in particular the EPA.

Education, Professional or Technical Qualifications, Knowledge, Skills, Aptitudes, Experience, and Training

Essential:

- Relevant work experience ideally in an environmental laboratory.
- Very good computer literacy and competence in using including Microsoft Office including Word and Excel.
- Good organisation skills and structured approach to daily work activities.
- Ability to work on own initiative.
- Good communication skills.
- Willingness to work at sea on board research vessels and fit to pass an ENG II/Seafarers medical.
- A full driving license.

Desirable:

- A Certificate in Science (NFQ Level 6) or an equivalent qualification.
- Experience in working in a laboratory environment.
- Experience of processing samples in a laboratory, for example sediment, water or biota.
- An understanding of the principles of chemical analysis.
- Experience in undertaking analysis of chemical substances or other relevant parameters in samples, in line with procedures.
- Experience of working in, and appreciation of the requirements of a formal quality system, such as ISO 17025 and experience in developing and adhering to procedures.
- Experience in field sampling as part of environmental monitoring.

Special personal attributes required for the position:

- Be industrious, decisive and self-sufficient with a proven ability to use his/her own initiative and to progress work independently while at the same time working well as a team player.
- Excellent oral and written communication skills.
- Excellent interpersonal skills.
- A commitment to quality.
- Ability to manage time effectively and to deliver agreed outputs to deadlines and maintain focus under the pressure of multiple deadlines and deliverables.
- Structured approach to problem solving.
- Meticulous and good attention to detail.
- Positive outlook and constructive and collaborative approach in contributing to team goals.

Salary:

Remuneration is in accordance with the Public Sector, Department of Finance approved Salary Scale for the Laboratory Attendant (€23,805 - €33,471). You will commence on the first point of the salary scale €23,805 and will become a member of the Single Public Service Pension Scheme unless you are currently employed in or have worked in the Public Sector in the past 6 months and are a member of another Public Sector Scheme.

Annual Leave:

The current approved annual leave entitlement for a Laboratory Attendant is 22 working days per annum pro-rated to reflect time worked. Annual leave entitlements are exclusive of Public Holidays. All leave must be approved by your manager or their authorised representative; in advance of being taken and in line with Marine Institute leave policies.

Duration of Contract:

This temporary specified purpose contract of employment, providing redeployment cover will run up to 31st December 2027 subject to continued funding. There will be a 6-month probationary period.

How to Apply:

A C.V. and letter of application, summarising experience and skill set applicable to the position should be emailed to recruitment@marine.ie or posted to Human Resources at the Marine Institute, Rinville, Oranmore, Galway. All correspondence for this post should quote reference **MEFSS/WFD-LA/Feb 2022**.

Closing date for Applications:

Closing date for Applications: All applications for this post should be received by the Marine Institute in advance of **12 noon Tuesday 15th of February 2022**. Please note that late applications will not be accepted.

Use of Data - all personal data and the information submitted for this application will be used solely for the purpose of this campaign, after which it will be deleted in line with our General Data Protection Regulation Policy and data retention schedule. All information will be treated with the strictest confidence and accessed only by those involved directly in the campaign.

The Marine Institute is an equal opportunities employer and we welcome applications from anyone interested in this role. Please do advise if there are any special accommodations required for the recruitment process