Applications are invited from suitably qualified candidates for the following position

**Senior Technical Officer / Technical Officer**
**School of STEM Education, Innovation and Global Studies**
**DCU Institute of Education**
**1 Year Fixed Term Contract**

**Dublin City University**

Dublin City University (DCU) is a leading innovative European University. It is proud to be one of the world's leading Young Universities and is among the world's top 2% globally. DCU is known as Ireland's University of Impact, with a mission to 'transform lives and societies' and focuses on addressing global challenges in collaboration with key national and international partners and stakeholders.

DCU has over 20,000 students in five faculties spread across three academic campuses in the Glasnevin-Drumcondra area of North Dublin. Thanks to its innovative approach to teaching and learning, the University offers a 'transformative student experience' that helps to develop highly sought-after graduates. DCU is currently No. 1 in Ireland for Graduate Employment Rate, and for graduate income (CSO).

DCU is a research-intensive University and is home to a number of SFI-funded Research Centres. The University participates in a range of European and international research partnerships. DCU is also the leading Irish university in the area of technology transfer as reflected by licensing of intellectual property.

As a 'People First' institution, DCU is committed to Equality, Diversity and Inclusion - a University that helps staff and students to thrive. The University is a leader in terms of its work to increase access to education, and is placed in the world's Top 10 for reducing inequalities in the Times Higher Education Impact Rankings.

**School of STEM Education, Innovation and Global Studies**

The School of STEM Education, Innovation and Global Studies is one of six schools within the DCU Institute of Education. The School contributes to a range of high-quality undergraduate and postgraduate programmes across the education landscape and has a strong research focus in the disciplines of STEM Education, History and Geography Education, Education for Sustainability, Global Citizenship Education, and Human Rights and Citizenship Education. Through its teaching and

research the School is centrally engaged in transforming the Irish education system and is a significant contributor to knowledge creation and policy development in the field of education.

We are now seeking to appoint a Senior Technical Officer / Technical Officer to support our dynamic teaching, research and service activities in the area of Science Education across Initial (primary and post-primary) and In-service Teacher Education. Additionally, the position will require provision of advice to the School and Faculty on matters relating to Health and Safety. Finally, the successful candidate will also manage the School's ICT resources.

**Role Profile**

Reporting to the Head of School, the Senior Technical Officer / Technical Officer will support teaching, research, and service activities in the area of Science Education across Initial (primary and post-primary) and In-service Teacher Education. Additionally, the Senior Technical Officer / Technical Officer will provide advice to the School and Faculty on matters relating to Health and Safety. Finally, the successful candidate will also manage the School's ICT resources.

**Duties and Responsibilities**

Please refer to the job description for a list of duties and responsibilities associated with this role.

**Minimum Internal Service Criteria**

Please note that internal service criteria will apply

Please note staff must have successfully completed their probationary period

**In addition, the successful candidate will ideally have:**

- Applicants for the post must hold an honours degree (NFQ Level 8) in a relevant Science discipline and should have at least 3 years' relevant experience.
- Applicants for Senior Technical Officer must have an NFQ level 9 degree or equivalent qualification in a relevant discipline.
- The applicant should have a proven track record of working independently and should also demonstrate their ability to work as part of a team.
- Familiarity with the operations of a scientific laboratory environment and experience managing Health and Safety processes is essential.
- Applicants must have excellent communication and organisational skills and demonstrate a flexible and versatile approach to their work.
- Experience of working in Education settings, specifically in the context of Initial Teacher Education is highly desirable.
- Experience of budget management and procurement is highly desirable.
- Familiarity with all of the sciences - physics, chemistry and biology - is highly desirable.
- Experience and a good working knowledge of Information Technology would be advantageous.

*The position is subject to the candidate being Garda Vetted.*

**Essential Training**

The postholder will be required to undertake the following essential compliance training: Orientation, Health & Safety, Data Protection (GDPR) **and all Cyber Security Awareness Training.** Other training may need to be undertaken when required.

**Salary Scale:**

Technical Officer/Senior Technical Officer - €37,064 - €67,338 (*refer to DCU Payscales for the applicable payscale for the role.*)

Appointment will be commensurate with qualifications and experience and in line with current Government pay policy

**Closing date:** Friday, 20th October 2023

**Additional Information**

*Please note this role does not meet criteria for a Critical Skills permit as stipulated by the Department of Enterprise, Trade & Employment.*

**For more information on DCU and benefits, please visit** Why work at DCU?

**Informal Enquiries in relation to this role should be directed to:**
Dr Margaret Leahy, Head of School of STEM, Innovation and Global Studies, DCU Institute of Education, Dublin City University.
Email: Margaret.leahy@dcu.ie

Please do not send applications to this email address, instead apply as described below.

**Application Procedure:**

Application forms are available from the DCU Current Vacancies website at
https://www.dcu.ie/hr/hr-current-vacancies-internal-competitions?check_logged_in=1

Applications should be submitted by e-mail with your completed application form to
hr.applications@dcu.ie

**Please clearly state the role that you are applying for in your application and email subject line: Job Ref #*ST1915 Senior Technical Officer / Technical Officer***

*Dublin City University is an equal opportunities employer.*

*In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.*

*The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the DCU Policy Starter Packs*