



OLLSCOIL NA GAILLIMHÉ
UNIVERSITY OF GALWAY

Senior Technical Officer – Ryan Institute

Permanent (1FTE)

College of Science & Engineering

Ref #: 011024





Unit	Ryan Institute
Post Title & Subject Area	Senior Technical Officer
Post Duration	Permanent
Level	Senior Technical Officer
Reports to	Chief Technical Officer, Ryan Institute



1. JOB ADVERTISEMENT

Applications are invited for an appointment as Senior Technical Officer (STO), Permanent, 1 FTE at University of Galway.

Information on the University's Strategic Plan is available at: [Strategy | Straitéis 2020-2025 - University of Galway](#)

Information on the College of Science and Engineering Strategic Plan is available at:

[Strategic Plan - University of Galway](#)

For informal enquiries, please contact

Prof. Frances Fahy, Director of Ryan Institute frances.fahy@universityofgalway.ie, or

Oliver Nee, Chief Technical Officer, Ryan Institute. Email oilibhear.oniaidh@universityofgalway.ie, +353 (0)91 492421.

Salary: €59,062 to € 71,014 (applicable to new entrants effective from January, 2011) and in accordance with the terms and conditions of the University's Remuneration policy.

<https://www.universityofgalway.ie/media/financialaccounting/financialaccountingoffice/QA321-Updated-PP-Remuneration.pdf>

(This appointment will be made on the Senior Technical Officer scale in line with current Government pay policy)

Closing date for receipt of applications is 17:00 (Irish Time) on 1st May 2025. It will not be possible to consider applications received after the closing date.

Garda vetting may apply.

Appointments will be conditional on work authorisation validation.

Further details are available at www.dbei.ie

For more information and Application Form please see website:

[Jobs - University of Galway](#) **Applications should be submitted online. Please see further information on how to apply here: [E-Recruit - University of Galway](#) and [Guidelines for On-line Applications \(universityofgalway.ie\)](#)**

Please note that appointment to posts advertised will be dependent upon University approval, together with the terms of the Employment Control Framework for the higher education sector.

University of Galway is an equal opportunities employer.

2. Role Relationships

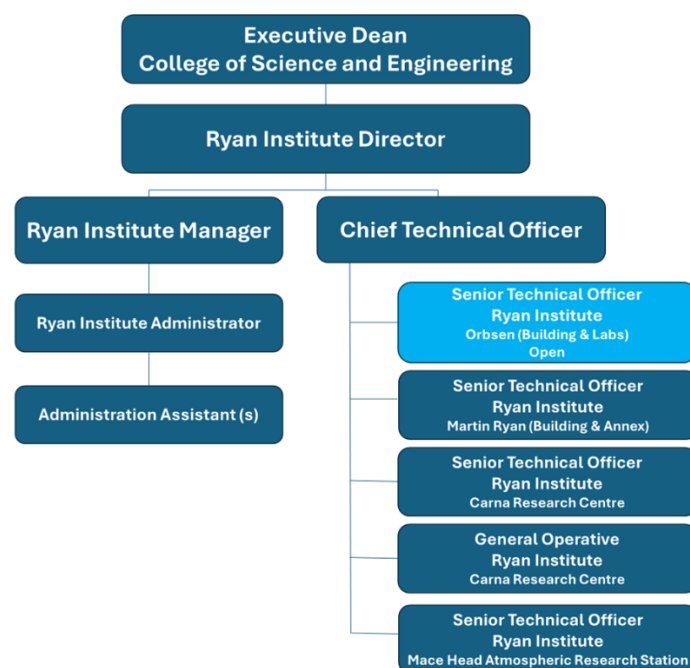
Reporting directly to the Chief Technical Officer (Ryan Institute) the post holder will have specific daily contact with:

- Chief Technical Officer, Ryan Institute
- Director of Ryan Institute
- Staff and Researchers of the Ryan Institute, and in particular, staff and researchers associated with GIS aligned to the Ryan Institute
- Manager of Ryan Institute
- Technical Officer staff in the Ryan Institute
- Professional Services staff in the Ryan Institute
- Technical Officers in the School of Geography, School of Natural Sciences, School of Biological and Chemical Sciences
- Staff of the Health and Safety Office
- Staff of the Office of Buildings and Estates

The post holder has general contact with:

- Human Resources; Procurement; Research Office.
- All academic, research, technical, and professional services staff in the Ryan Institute
- Students, both undergraduate and postgraduate associated with the Ryan Institute
- Computer Services, Audio-visual Services
- Suppliers (equipment, consumables, and others).
- Staff of CSE, CMNHS, CASSCS, CBPPL
- Staff of IHDI, DSI

Organisation chart to illustrate position of job holder:



3. Background and Context

Context

The Ryan Institute is the largest research institute in the University of Galway and focuses on interdisciplinary research and innovation that is necessary to address the many sustainable development challenges facing society today, from both national to global scales. The Ryan Institute is a cross-cutting Research Institute of the University of Galway with research groups drawn from all Colleges across the University of Galway, with internationally renowned expertise spanning science, engineering, socio-economics and health.

The Ryan Institute manages and supports a range of dedicated Core Research Facilities which act as research infrastructure platforms to allow Ryan Institute research teams and their partners to conduct advanced research across all of the thematic research areas of the Ryan Institute. The **Geospatial Analytics Research Facility** is one of the Core Research Facilities of the Ryan Institute.

The last five years have seen huge increase in the availability of satellite remote data products (e.g., European Space Agency Sentinel programme) and the potential for high resolution mapping and monitoring using UAS/Drone technologies across the Marine and terrestrial Environment. These datasets are all analysed and delivered within a Geographic Information System (GIS) framework. This delivery is increasingly moving to cloud-based services like Google Earth Engine and ArcGIS Online and includes the use of big data analytic tools and AI. The online delivery of GIS services also offers significant opportunity for the management, storage and dissemination of field-based data envisioned in the National Framework on the Transition to an Open Research Environment.

The Ryan Institute at University of Galway is currently seeking a Senior Technical Officer to provide technical support for research and teaching activities that increasingly harness the technologies mentioned above.

4. Main Purpose of Job

The Senior Technical Officer reports to the CTO of the Ryan Institute.

The successful candidate will establish, operate and manage the **Geospatial Analytics Research Facility** encompassing the GIS laboratory, research laboratories and workshops to support research activities of the Ryan Institute by providing technical, health and safety and operational support to Principal Investigators, Researchers and Students.

The successful candidate will be responsible for ensuring effective operation of the Geospatial Analytics Research Facility and other research laboratories associated with the Ryan Institute, in compliance with University's policies and procedures and best practice.

The successful candidate should have an in-depth understanding of laboratory practices and related Health and Safety compliance, facilities management, and information systems. He/she will contribute to the smooth operation of the technical supports for the Institute, thereby facilitating the research objectives of the Ryan Institute.

5. Main Duties and Responsibilities (in order of priority)

- Report in the first instance to the Chief Technical Officer in Ryan Institute and ultimately to the Director of the Ryan Institute (or his/her nominee).

Geospatial and Unmanned Aviation Vehicles (Drones) Duties

- Manage, the Geospatial Analytics Research Facility for the Ryan Institute, with tasks including acting as Ryan Institute/University liaison officer to National Mapping Division of Tailte Éireann; and managing the data repository of spatial data on campus
- Manage and undertake operations of the Unmanned Aviation Vehicles (UAV) for the Ryan Institute
- Management and upkeep of specialised Computer systems for GIS and UAV activities including Data Analytics for data gathered and develop supporting training/tutorials related to GIS applications
- Make the training/tutorials for the students related to GIS applications
- Support legacy/data repository of spatial data on the campus, particularly in terms of living labs and biodiversity

Health & Safety Duties

- Implement Health and Safety requirements within the Ryan Institute, including SOPs, compliance and drafting of reports to the regulatory authorities if required.
- Act as Safety Co-ordinator for core facilities within the Ryan Institute (e.g. Laboratories, Orbsen Buildings), support activities to maintain the Safety Management System / Statement.
- Provide technical, health and safety and operational support to Principal investigators, researchers and students at the Ryan Institute.
- Preparing safety training needs assessment annually for H&S office.

General Duties

- Support the research activities of the Ryan Institute (including Field Trips): provide technical support at all levels required to carry out sample and data collection, including processing and analysis; assist academic staff where relevant, with the submission of both national and international funding proposals; be hosted in active research laboratories within the Institute, in order to maintain an up-to-date understanding of research techniques, protocols and research support needs.
- Ensure the up-keep and running of research equipment in Ryan Institute Science as required, including ensuring the effective use of space and facilities by keeping records of laboratory and equipment usage.
- Assist with coordinating waste disposal and procedures as required.
- Manage general laboratory stocks and records.
- Assist with IT, AV and data support, including liaison with ISS and CELT.
- Attend all relevant technical meetings as required.
- Maintain security and monitor access for designated areas, including liaising with Security over access card and key requests from staff and researchers.
- Oversee space management and access control of designated buildings including (providing physical keys and electronic access, record maintenance, repair of equipment, facilities maintenance, liaise with Buildings & Estates and logging issues on PEMAC)
- Provide training to postgraduate students and researchers in research protocols and maintenance of protocols, use of equipment, techniques, and safety protocols, as required.
- Ensure maintenance and repair of facilities and equipment, including vehicles (including organisation of taxation, insurance, repair, servicing).

- Assist in administrative duties associated with the Ryan Institute (e.g. Buildings Office liaison/store/goods in & goods out / class coordination, liaison security) as required
- Contribute to aligning activities with Green Lab and other sustainability initiatives adopted by the University of Galway and the College of Science and Engineering.
- Contribute, where relevant, to outreach activities in Ryan Institute.
- Coordinate procurement issues and contribute to budget management as required, including interaction with external contractors and sales representatives

Other Duties

- Liaise with other technical staff in Ryan Institute and Schools (Geography, Natural Sciences, Chemical & Biological Sciences, Engineering) as required.
- Any other duties in the ambit of the post as assigned by the Chief Technical Officer, and/or the Director of the Ryan Institute (or his/her nominee)

6. Requirements for the role:

The successful candidate will demonstrate the eligibility requirements below in terms of qualification, skills, and experience:

Essential Criteria

- MSc degree (NFQ Level 9 or higher) GIS, Geography, Environmental Sciences, Computer Science, or a cognate discipline (post 2006 entrants).
- Possess a strong understanding of GIS, remote sensing, and geospatial technologies.
- Minimum 3 years experience with GIS tools, such as: ArcGIS Desktop, ArcGIS online and/or other open source alternatives like Qgis and Google Earth Engine.
- Minimum 3 years experience with laboratory methods and technologies relating to GIS, or cognate discipline.
- Demonstrable expertise on geoprocessing environmental datasets from acquisition to interpretation
- Proven competence in a programming/scripting languages, such as Python, R or Jupyter Notebook, Google Earth Engine or similar.
- Flexibility, adaptability, and self-motivation.
- Willingness to take ownership and responsibility for assigned roles.
- Ability and aptitude to be a team player and willingness to assist with change in an evolving organisation.
- Excellent interpersonal and communication skills (written and oral) to facilitate a collaborative approach with staff and researchers.

Desirable Criteria

- Experience in implementing and overseeing procedures for both data integrity and Health and Safety in the workplace.
- Experience of processing and analysing Satellite Earth Observation datasets.
- Experience of working with spatial dataset for example Lidar point clouds and DEMs.

The above criteria will be utilised to shortlist and select candidates for interview.

Application

A. Existing University of Galway employees

If you are an existing University of Galway employee, please use the University of Galway Core Portal to apply for this post. The following is a link to the Core Portal:

<http://ess.universityofgalway.ie>

Core Portal user guides can be found at <https://www.universityofgalway.ie/human-resources/employeeselfservice/>

Please ensure that you read the attached guide prior to applying for this post and allow sufficient time to make your online submission in advance of closing date.

Please note that closing dates/ times cannot be extended for user error.

Unfortunately, late applications cannot be accepted.

Agency Workers who meet the eligibility criteria for support posts should contact recruit@universityofgalway.ie for access.

Employment permit restrictions apply for this category of post.

The completed application document must be submitted online to reach the Human Resources Office no later than **17:00 on the 1st May 2025**.

B. All applicants will receive an acknowledgement of application.

If you do not receive an acknowledgement of receipt of your application or if you have any other queries regarding the application process, please contact recruit@universityofgalway.ie or telephone 091-492151.

C. Incentivised Scheme for Early Retirement (ISER):

It is a condition of the Incentivised Scheme for Early Retirement (ISER) as set out in Department of Finance Circular 12/09 that retirees, under that scheme, are debarred from applying for another position in the same employment or the same sector. Therefore, such retirees are ineligible to apply for this position.

D. Pension Entitlements:

This is a pensionable position. Details of the applicable Pension Scheme will be provided to the successful candidate. The Pension element of this appointment is subject to the terms

and conditions of the Pension scheme currently in force within the University. This Scheme may be amended or revised by the Irish Government or its agents at any time.

The Public Service Superannuation (Miscellaneous Provisions) Act 2004 set a minimum retirement age of 65 and removed the upper compulsory retirement age for certain New Entrants to the Public Sector on or after 1 April 2004. Effective from 1st January 2013, The Single Public Service Scheme applies to all first-time new entrants to the public service, as well as to former public servants returning to the public service after a break of more than 26 weeks.

Retirement age set, initially, at 66 years; this will rise in step with statutory changes in the State Pension Contributory (SPC) age to 67 years in 2021 and 68 years in 2028.

Compulsory retirement age will be 70.

E. Declaration:

Applicants will be required to declare whether they have previously availed of a public service scheme of incentivised early retirement. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Public Service employment and/or where they have received a payment-in-lieu in respect of service in any Public Service employment.

F. Collective Agreement: Redundancy Payments to Public Servants:

The Department of Public Expenditure and Reform letter dated 28th June 2012 to Personnel Officers introduced, with effect from 1st June 2012, a Collective Agreement which had been reached between the Department of Public Expenditure and Reform and the Public Services Committee of the ICTU in relation to ex-gratia Redundancy Payments to Public Servants. It is a condition of the Collective Agreement that persons availing of the agreement will not be eligible for re-employment in the public service by any public service body (as defined by the Financial Emergency Measures in the Public Interest Acts 2009 – 2011) for a period of 2 years from termination of the employment. Thereafter the consent of the Minister for Public Expenditure and Reform will be required prior to re-employment. People who availed of this scheme and who may be successful in this competition will have to prove their eligibility (expiry of period of non-eligibility) and the Minister's consent will have to be secured prior to employment by any public service body.

Please refer to Revenue circular (www.revenue.ie/en/about/foi/s16/income-tax-capital-gains-tax.../05-05-19.pdf) for information on revised tax arrangements which may apply on rehire if you have previously received a redundancy payment from University of Galway.

G. Department of Health and Children Circular (7/2010):

The Department of Health Circular 7/2010 dated 1 November 2010 introduced a Targeted Voluntary Early Retirement (VER) Scheme and Voluntary Redundancy Schemes (VRS). It is a condition of the VER scheme that persons availing of the scheme will not be eligible for re-employment in the public health sector or in the wider public service or in a body wholly or mainly funded from public moneys. The same prohibition on re-employment applies under the VRS, except that the prohibition is for a period of 7 years, after which time any re-employment will require the approval of the Minister for Public Expenditure and Reform. People who availed of either of these schemes are not eligible to compete in this competition.

H. Declaration:

Applicants will be required to confirm whether they have previously availed of a public service scheme of incentivised early retirement and/or the collective agreement outlined above. The above represents the main schemes and agreements restricting a candidate's right to be re-employed in the public service. However, it is not intended to be an exhaustive list and candidates should declare details of any other exit mechanism they have availed of which restricts their right to be re-employed in the public service. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Public Service employment and/or where they have received a payment-in-lieu in respect of service in any Public Service employment.

I. Annual Leave

For those existing employees who at any time in the future lose annual leave days on promotion then the standard compensation formula of time off calculated at 1.5 times the annual loss will apply on a once-off basis at the time of promotion.

J. Work Permits:

Work permits are permits which are granted to non-EU/EEA Citizens to allow them to work in Ireland legally. It's an illegal offense to work in Ireland without a work permit and both the employer and the employee are held responsible.

For more information on work permits and for future updates, visit the Enterprise, Trade and Employment website www.djei.ie

Please see list of ineligible categories for work permits at <https://dbej.gov.ie/en/What-We-Do/Workplace-and-Skills/Employment-Permits/Employment-Permit-Eligibility//>

1. Assessment Procedure

A. Board of Assessors

Applications will be considered by a Board of Assessors, who will shortlist and interview candidates.

All applications and other materials submitted by applicants will be treated in strict confidence by all panel members and others involved in the administration of the recruitment. No information about the identity of applicants, or details of their applications, will be released to others, except where it is necessary as part of the selection process.

B. Interview Dates

Candidates will be advised of arrangements in due course. We endeavour to give as much prior notice as possible for interview dates etc. Candidates should make themselves available for interview and presentation on the date(s) specified by the University.

Candidates who do not attend for interview or other test when and where required by the University or who do not, when requested, furnish such evidence as the University requires in regard to any matter relevant to their candidature, will have no further claim to consideration.

C. Referees

Referees listed on the application form of the successful candidate will be contacted following interview, with the exception of academic posts.

D. Offer

All candidates will in due course be notified of the outcome of their application. The Human Resources Office will offer the post to the candidate appointed once the appointment has been made by the University Appointing Authority.

The successful candidate will be required to submit evidence of age, original qualifications and may be required to complete a medical examination.

Once a conditional job offer has been made, the candidate will be asked to complete a confidential pre-employment health questionnaire that the University's Occupational Health Service will use in order to assess medical fitness to undertake the duties of the post.

The information provided on the questionnaire will be used (i) to assess the candidates medical capability to do the job applied for; (ii) to determine whether any reasonable adjustments may be required to accommodate any disability or impairment which the candidate may have; and (iii) to ensure that none of the requirements of the job for which the candidate applied would adversely affect any pre-existing health conditions the

candidate may have.

Human Resources Office