



Ollscoil Mhá Nuad Maynooth University

Department of Biology Technical Officer (Permanent, Half-time)

The Role

Maynooth University is committed to a strategy in which the primary University goals of excellent research and scholarship and outstanding education are interlinked and equally valued.

We are seeking to appoint a Technical Officer (permanent, part-time) to join our team of 14 technical staff in the Department of Biology at Maynooth University (<https://www.maynoothuniversity.ie/biology>). The role will be student facing and provide support for teaching across a number of degree programme. The role will involve preparing and managing undergraduate practical programmes whilst also providing technical support in departmental research, core facilities, workshop, stores and outreach activities.

Principal Duties

These will include:

- The preparation and supervision of undergraduate laboratory practical's and assisting in the development of new practical modules.
- Provision of technical support and training, to the teaching and multi disciplinary research programmes in the department.
- Receipt and recording of goods inwards.
- Writing Standard Operating Procedures and Risk Assessments.
- Ensuring departmental Health & Safety policies and procedures are strictly adhered to.
- Engaging in appropriate training and professional development opportunities as required by the Chief Technical Officers and/or Head of Department.
- Liaising with Campus Services, and other departments as necessary, to assist with laboratory and other infrastructural changes and developments within the Biology Department, as directed by the Chief Technical Officer and/or Head of Department.
- Work with technical, administrative and academic staff and assist in the day to day running of all aspects of the Department, as required by the Chief Technical Officer and/or Head of Department.
- Maintaining and operating laboratory instrumentation.
- Training of staff and students in the use and application of instrumentation and equipment.



The ideal candidate will have:**Essential**

- Honours degree or equivalent in Science, or related discipline.
- Experience of working in a life science environment
- Experience and good working knowledge of analytical instrumentation
- Knowledge of Health and Safety regulations as they pertain to laboratory work
- Flexible approach to work and willingness to assist with change in an evolving organisation
- Ability to prioritise, problem solve and bring tasks to completion
- Ability to work independently and under direction as well as an ability to work closely with others as part of a team environment
- Excellent planning and organisation skills including a demonstrated ability to work accurately with attention to detail
- Strong IT, communication, organisational and interpersonal skills

Faculty and Research Institutes

The Faculty of Science & Engineering comprises the Departments of Biology, Chemistry, Computer Science, Electronic Engineering, Experimental Physics, Theoretical Physics, Mathematics and Statistics and Psychology. The role of the Faculty is to co-ordinate the academic activities of individual departments, to oversee the strategic development of departments and to support interdepartmental programmes. The University has also developed a number of interdisciplinary institutes, including the Maynooth University Kathleen Lonsdale Institute for Human Health Research, to support excellent research and to build research capacity across disciplines. The Maynooth University Kathleen Lonsdale Institute for Human Health Research undertakes research that contributes to solving important problems to improve human health on an individual, national and global scale. The approaches are intrinsically integrative, and outcome oriented, drawing on the unique expertise across a wide range of disciplines at Maynooth University and with external partners. It aims to translate research activity to effective therapies and outcomes by working closely with industry partners, clinical partners and policy makers.

Department

Maynooth University Department of Biology provides teaching in multiple degree programmes to almost 1500 students, ranging from undergraduate to doctoral level. The Biology Department offers BSc Honours degree programmes in Biology, Biological and Biomedical Sciences, Biotechnology, Biological and Geographical Sciences and an award-winning taught MSc programme in Immunology and Global Health. It is expected that the appointee will make significant teaching contributions to these programmes and to Biology-related teaching in other degree programmes offered by cognate departments. The Biology Department has a strong tradition in PhD education and currently directs the most structured PhD programme in Maynooth University. It has a strong international reputation research with particular strengths in Biomedical and Health Sciences and in Environmental Biology and Sustainability.

The University

Maynooth University is a very distinctive university, a collegial institution focused on science and engineering, humanities, and social sciences, and equally committed to research, teaching and community engagement. Located in Ireland's only university town, its distinctive features and character



owe much to its unique history and heritage. It provides a high-quality educational experience to over 15,000 students on a campus with 18th century roots and 21st century dynamism.

The strategic trajectory and accomplishments of Maynooth University, in the 25 years since its establishment as an autonomous public university, are exceptional, and a source of great pride to the university community, staff, students and alumni. Maynooth University in 2024 ranked in the top 90 global Times Higher Education (THE) Young University rankings, placing 86th in the world. Maynooth University's growing global reputation is based on the originality, quality, importance and impact of its research and scholarship, commitment to teaching and learning, the quality of academic programmes, and its leadership in widening participation in higher education. The sources of success are the dedication of its staff and the energy and engagement of its students.

Maynooth University is a place of lively contrasts – a modern institution, dynamic, rapidly-growing, research-led and engaged, yet grounded in historic academic strengths and scholarly traditions. With over 15,000 students Maynooth offers a range of programmes at undergraduate, postgraduate and doctoral level in the humanities, science and engineering and social sciences, including business, law and education. The University also offers a range of international programmes and partnerships.

Maynooth's unique collegial culture fosters an interdisciplinary approach to research, which its world-class academics bring to bear in tackling some of the most fundamental challenges facing society today. The University's research institutes and centres consolidate and deliver this impact as vibrant communities of learning, discovery and creation. Research at Maynooth also is very much central to its teaching and the University prides itself on placing equal value on its research and teaching missions.

Maynooth University's Values

Our values define who we are, what we believe in and how we act as a community. They underpin our future success and guide our expectations of ourselves and each other. Our values apply to everyone in the University community:

- Integrity
- Collegiality
- Responsibility
- Freedom of expression
- Ambition

Maynooth University Strategic Plan 2023 – 2028

The University's Strategic Plan 2023 - 2028 builds on our rich academic history and strong foundations to set out an ambitious and forward-looking path for the future of our University. This roadmap underscores our commitment to adapt to a changing world while staying true to our values.

Our vision is to be a university of excellence, opportunity and impact, having a significant stake in all three.

For more information about Maynooth University's future direction, please visit:
<https://strategy.maynoothuniversity.ie/>

Plean Straitéiseach Ollscoil Mhá Nuad 2023 - 2028

Tógann Plean Straitéiseach na hOllscoile 2023 - 2028 ar ár stair acadúil shaibhir agus ar ár mbunchlocha láidre chun conair uailmhianach agus cheannródaíoch a leagadh amach do thodhchaí ár nOllscoile. Soiléiríonn an treochlár seo ár dtiomantas do dhul i dtáithí ar dhomhan atá ag síorathrú agus ár ngníomhaíochtaí a chur in oiriúint dó, agus san am céanna a bheith dílis dár luachanna



Ollscoile. Is í an fhís atá againn a bheith mar ollscoil feabhais, deiseanna agus tionchair, agus lámh láidir a bheith againn i ngach ceann de na trí ghné seo.

Léigh anseo le haghaidh breis eolais faoi thodhchaí Ollscoil Mhá Nuad:
<https://strategy.maynoothuniversity.ie/?lang=ga>

Selection and Appointment

- Only shortlisted candidates will be invited to attend for interview;
- Appointments will be approved by the President based on the report of the selection board;
- It is anticipated that interviews will be held during late August/ early September;
- The appointment is expected to be effective as soon as possible thereafter.

Equality and Diversity

Maynooth University actively works to ensure equality, celebrate the diversity of our community, and promote inclusion. To learn more about our commitment to Equality and Diversity, please read the Maynooth University [Equality and Diversity Policy](#) / [Polasaí Comhionannais agus Éagsúlachta](#), our policy on the [Employment of People with Disabilities](#), and our [Gender Equality Action Plan 2023-2026](#). We aim to reflect the diversity of the community we serve and welcome applications from all individuals across our society.

Terms and Conditions

Tenure	This a half-time (0.5FTE), permanent post.
Salary	Technical Officer (2025): €46,652 – €61,087 p.a. pro-rata (7 points) Appointments will be made in accordance with public sector pay provisions.
Hours of work	A 37.5 hour working week is in operation in respect of full-time positions (pro-rated for part-time positions). This can be reviewed or adjusted from time to time through national agreements.
Location	The place of work is the campus of Maynooth University, Maynooth, Co. Kildare.
Annual Leave	Annual leave and public holidays are provided for in the University policy: https://www.maynoothuniversity.ie/human-resources/policies/annual-leave-policy Annual leave will be allocated on a pro-rata basis for part-time and temporary positions.
University policies and schemes	Employees of the University will be subject to the terms of the University policies and schemes, available on the University website at: https://www.maynoothuniversity.ie/university-policies https://www.maynoothuniversity.ie/human-resources/policies



Pension	This is a pensionable post. Employees of the University will enter into a public sector pension scheme, and as such, applicants must ensure they are eligible to become a member of a public sector pension scheme for the duration of the appointment. Details of the public sector pension schemes are available at: https://www.maynoothuniversity.ie/human-resources/pension-information
Eligibility	<p>Applicants should note that eligibility is determined by the Department of Enterprise, Trade and Employment. Further information regarding eligibility is available at: https://enterprise.gov.ie/en/what-we-do/workplace-and-skills/employment-permits/employment-permit-eligibility/</p> <p>Non-EEA applicants are responsible for ensuring they can secure a visa to travel to Ireland. Any offer of employment is conditional on applicants securing the appropriate employment permissions.</p> <p>Former Irish Public Service employees - Certain Restrictions on Eligibility</p> <p>Eligibility of applicants formerly employed by an Irish Public Sector body, and who availed of an Irish Public Service Redundancy or Incentivised Retirement Scheme under the Schemes below, may be affected:</p> <ul style="list-style-type: none"> • Collective Agreement: Redundancy Payments to Public Servants • Incentivised Scheme for Early Retirement (ISER) • Department of Health and Children Circular (7/2010) • Department of Environment, Community & Local Government (Circular Letter LG(P) 06/2013) <p>Applicants should ensure that they are eligible to be re-engaged in the Irish Public Service under the terms of such Schemes. Applicants should address queries with their former Irish Public Sector employer.</p>
Garda vetting	Garda vetting or clearance may be required by the University.
Medical	The University may require a medical examination as a condition of employment.

Data Protection Law

Applications to the University will be treated in accordance with the University Data Protection Policies. For information on the University's Data Protection Policies and Privacy Notice, please see our website: <https://www.maynoothuniversity.ie/data-protection>

Application Procedure

Closing Date:

23:30hrs (local Irish time) on **Sunday, 10th August 2025**.

Please note all applications must be made via our **Online Recruitment Portal** at the following link:

<https://www.maynoothuniversity.ie/human-resources/vacancies>



Applications must be submitted by the closing date and time specified above. Any applications which are still in progress at the closing time on the specified closing date will be cancelled automatically by the system.

Late applications will not be accepted.

Maynooth University is an equal opportunities employer

The position is subject to the Statutes of the University

