



**Harper Adams
University**

Food Teaching and Facility Support Technician Full Time, Permanent

Candidate Information Pack



About Harper Adams

Harper Adams University is a welcoming, forward-thinking community of over 600 employees working together to create real, lasting impact – ensuring that everyone, everywhere, can access sustainable food, land, and animal systems. Our work contributes directly to planetary health, animal welfare and ultimately human wellbeing. We're passionate about what we do – and about the people we do it with.

We are deeply committed to the wellbeing and development of our colleagues. Our annual employee survey consistently tells us that staff are proud to work here, feel trusted to do their jobs, and are supported by their managers. Our inclusive and empowering culture is one of the many reasons our people stay, grow, and thrive.

While our rural Shropshire campus remains central to who we are, our presence now extends to Telford – a town with a rich history of innovation and revolution, and a fitting symbol of our ever-evolving mission. This growing site strengthens our ties to the local region and reinforces our commitment to inclusive education and collaboration that reaches far beyond any single postcode. Our impact and reach are proudly regional, national and international.

We offer:

- A beautiful rural working environment
- Generous holiday allowance with the opportunity to purchase more
- Flexible, agile working opportunities
- On-campus retail, catering and gym facilities
- Free staff parking
- Corporate discounts at seven fitness centres in Telford and Wrekin
- Enhanced maternity and sickness benefits
- Disability Confident Employer status
- Employee Assistance Programme
- Cycle scheme supporter
- Workwear provided (where applicable)

Harper Adams is the UK's leading specialist institution serving the agri-food, animal wellbeing, engineering and land management sectors. We are a world-respected provider of industry-led education and research in food production and technology, animal health, environmental sustainability and sustainable business. Our work is grounded through partnerships – with more than 1,100 organisations in the UK and beyond – that fuel our research, shape our teaching, and deliver genuine impact.

We began life in 1901 as Harper Adams Agricultural College and became a university in 2012. Our Chancellor is Her Royal Highness The Princess Royal and our Vice-Chancellor, Professor Ken Sloan, joined us in 2021. Our rural campus near Newport in Shropshire is supported by a growing site in Telford, offering a range of housing options and excellent rail and road connections to the West Midlands and beyond. We've invested more than £50 million in our estate in the last decade – including leading-edge teaching, research and veterinary facilities, modern laboratories, and a purpose-built Veterinary Services Centre. Our commercial farm spans 494 hectares and plays an active role in our education, research, and knowledge exchange.

Take a virtual tour of the campus: [Virtual Tour](#)

We are proud to be the UK's highest-ranked small specialist provider for the agri-food and animal wellbeing sectors, consistently delivering the largest cohort of graduates into these industries – with over 97 per cent going directly into employment. We currently welcome over 3,000 full- and part-time students across undergraduate and postgraduate courses, including subjects like agricultural engineering, veterinary nursing, business, land and property management, and veterinary medicine and surgery – the latter delivered through the Harper & Keele Veterinary School, established in 2020.

For further details about the University, please visit our website: <http://www.harper-adams.ac.uk>

JOB DESCRIPTION

Title of the post: Food Teaching and Facility Support Technician
(Full Time, Permanent)

Department: Harper Food Innovation

Reporting to: Interim Director, Harper Food Innovation

The Harper Food Innovation Team

This role will involve working as part of a team with a variety of academic, technical and professional staff involved in teaching, research and knowledge exchange activities across food production, food science and nutrition, and food manufacture. The successful candidate will work across a range of commodity areas including dairy, bakery and meat products, and alcoholic beverages, as well as supporting the activities of external facility users. The Food Academy hosts a range of specialist facilities including a product development kitchen, instrumentation laboratory, food and beverage processing facilities and equipment, and a sensory evaluation suite. Facilities in the Princess Margaret and Elizabeth Creak Laboratories include microbiology, chemistry and nutrition teaching and research labs.

The successful candidate will work as part of a small team in a flexible manner and without the need for close supervision. Effective communication skills, a “can do” attitude together with the ability to work well with others and build a rapport with fellow team members and external facility users is essential.

Because of the nature of the job, it is imperative that the successful candidate be able to manage their time efficiently and communicate effectively with relevant staff to ascertain what needs to be done and when.

Harper Adams University has signed up to the Technicians’ Commitment, a national initiative, which aims to ensure visibility, recognition, career development and sustainability for technicians working in higher education and research, across all disciplines. The successful candidate will therefore be encouraged to participate in staff development and achieve and maintain either Registered Scientist or Registered Science Technician status.

Main Duties and Responsibilities

Working to support the University’s teaching, research and knowledge exchange objectives by:

1. Assisting in the development, organisation and preparation of classes including the maintenance and cleaning of equipment and relevant teaching areas across the University;
2. Demonstrating in practical classes and operating instrumentation when required;

3. Providing facility induction, training and technical support to students, staff and external users of the Food Academy;
4. Maintaining equipment, food safety and health and safety in the Food Academy;
5. Participating in outreach activities such as supervising local school children attending work placement programmes or attending University open days or marketing events;
6. Liaising with colleagues and external clients to build and enhance contacts;
7. Writing complex instructions sheets and guidance materials.

General responsibilities:

8. Placing orders with suppliers.
9. Adding/updating asset/product/ingredient inventories as and when necessary.
10. Participating in Department meetings and opening/end of day lock-up of the specialist spaces.
11. Ensuring health and safety measures, policies, procedures and codes of practice are adhered to; participate in laboratory Health and Safety inspections.
12. Occasionally assisting in other areas when needed.
13. All other duties and responsibilities commensurate with the post and the salary range of the grade.

Person Specification

	Essential	Desirable
Qualifications	Educated to degree level in Food Science, Food Technology or other similar and relevant subject OR holds Registered Scientist status (RSci) or other equivalent professional registration demonstrating relevant Food Technology skills OR has significant experience working in a Food Technology or similar commercial or educational setting.	
Experience	Experience in the use of specialist food processing equipment.	Relevant laboratory practical experience.
Knowledge/Skills	Keep accurate and detailed records and attention to detail. Good communication skills. Willingness to undertake training as required. Willingness to achieve and maintain RSci or RSciTech status.	Knowledge of basic laboratory health and safety. Ability to develop laboratory methods in response to student and staff activities. Computer literacy across a range of software packages. Possession of a full driving licence.
Personal Qualities	Flexibility and adaptability, combined with a positive approach to working both independently and as part of a team. Ability to work well with others and build a rapport with fellow team members.	

Conditions of Service

The national recommendations which have arisen from the negotiations between UCEA and the unions recognised at national level, the Joint Negotiating Committee for Higher Education Staff (JNCHES), directly affect the terms and conditions insofar as they have been adopted by the Board of Governors.

Salary	The commencing salary will be within the range £26,093 to £28,031 per annum. The point of entry will be dependent upon relevant qualifications and experience. Salaries are paid monthly, in arrears, by credit transfer on the 28 th day of the month.
Contract Term	This is a full-time, permanent contract. Employment may be terminated during the course of the contract by either party giving one month's notice in writing
Hours of Work	The routine working week is 37 hours over Monday to Friday, inclusive. There may be a requirement for overtime working from time to time and time off in lieu may be allowed for agreed hours worked in excess of 37 per week.
Holidays	The annual holiday entitlement is 22 working days, plus statutory bank holidays. In addition to this there are 10 University closure days during the full annual leave year. The holiday year runs from 1 August to 31 July and in the holiday year in which the employment commences or terminates the holiday entitlement will accrue on a pro-rata basis for each complete week of service. The timing of holidays is subject to the agreement of the Line Manager. All annual holiday entitlement (including bank holidays and University closure days) is pro-rata for part-time employees. Further details will be confirmed on appointment.
Sick Leave	During periods of certified sickness, the post-holder will be eligible to receive sick pay in accordance with the University Sick Pay Policy. The payment of sick pay is subject to compliance with the University rules for the notification and verification of sickness absence, details of which will be provided to the successful applicant upon commencement of employment.
Pension	The post-holder will be entitled to join the Harper Adams Group Pension Scheme and details will be provided to the successful applicant upon commencement of employment.
Exclusivity of Service	You are required to devote your full-time attention and abilities to your duties during working hours and to act in the best interests of the University at all times. Accordingly, you must not, without written consent of the University, undertake employment or engagement including external consultancy, which might interfere with the performance of your duties or conflict with the interests of the University. It follows that, regardless of whether you are employed on a full-time or part-time contract, you are required to notify your line manager of any employment or engagement which you intend to undertake whilst in the employment of the University (including any such employment or engagement which commenced before your employment under this contract). Your line manager will then

notify you within 10 working days whether such employment or engagement is prohibited.

**Criminal
Convictions**

The post involves the opportunity for access to children and young persons under the age of 18. For this reason, the University is entitled to consider any criminal convictions, cautions or impending case(s) that it considers to be relevant to this post.

The post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. This means that applicants are not entitled to withhold information about convictions which for other purposes are “spent” under the provisions of the Act.

Applicants must therefore complete the part of the application form declaring any criminal convictions and cautions from any court or police authority. The successful applicant will have to undergo a Disclosure and Barring Service Check before an appointment can be made.

This position is not expected to meet the criteria required for the University to provide a Certificate of Sponsorship. Applications from candidates who need sponsorship to work in the UK will be assessed in line with the requirements outlined in the recruitment documentation. All hiring decisions will follow the guidance set by UK Visas and Immigration.

Application Procedure:

Please apply online via the Harper Adams e-Recruitment programme at <http://jobs.harper-adams.ac.uk> submitting your CV and a personal statement outlining your suitability for the role. Your personal statement should clearly demonstrate how your skills, experience, and achievements meet the requirements outlined in the person specification along with contact details of two referees. Applications without a personal statement may not be considered

Closing date for applications is midnight on Monday 31st August 2026

Should you require any adjustments to complete your application for this role then please contact vacancies@harper-adams.ac.uk