

Apprenticeship Standard – Laboratory Technician

Occupation – Laboratory Technician

Level - 3

Duration of Apprenticeship - Minimum of 18 months, average of 24 months duration.

Role profile

Laboratory technicians work in a wide range of organisations, including but not exclusively, chemical, primary and secondary pharmaceutical, biotechnology, formulated products, nuclear companies; and analytical science services. A laboratory technician may carry out both routine and one-off laboratory testing and perform a variety of technical support functions across the organisation. In any context working safety and ethically is paramount and many companies operate under highly regulated conditions because of the need to control the quality and safety of products, for example medicines. Laboratory technicians will be expected to work both individually and as part of a laboratory team. They will be able to work with minimum supervision, taking responsibility for the quality and accuracy of the work that is undertaken. They will be proactive in finding solutions to problems and identifying areas for improving the business.

Occupational Skills & Knowledge

At the end of the apprenticeship the apprentice will be able to:

1. Work safely in a laboratory, maintaining excellent housekeeping whilst following appropriate safety, environment and risk management systems.
2. Understand and follow quality procedures to meet the requirements of quality standards relevant to the workplace.
3. Understand the internal and external regulatory environment pertinent to the sector and the sponsoring company and comply with regulations proficiently.
4. Prepare for laboratory tasks using the appropriate scientific techniques, procedures and methods.
5. Perform laboratory tasks following specified methodologies, such as Standard Operating Procedures.
6. Demonstrate technical competence in the use of specified instrumentation and laboratory equipment, including calibration where required.
7. Produce reliable, accurate data and keep accurate records of laboratory work undertaken and results.
8. Analyse, interpret and evaluate data and identify results requiring further investigation seeking advice of senior colleagues as appropriate.
9. Understand and apply statistical techniques for data presentation.
10. Communicate scientific information appropriately, including the use of Laboratory Information Management systems, either digital or paper based.
11. Recognise problems and apply appropriate scientific methods to identify causes and achieve solutions.
12. Participate in continuous performance improvement.
13. Develop and apply theoretical knowledge of relevant science and technology required for the sector & job role.
14. Understand the business environment in which the company operates including personal role within the organisation, ethical practice and codes of conduct.

Behaviours

15. The apprentice must also demonstrate the required attitudes, behaviours and interpersonal skills associated with the professional workplace including:
 - communicate effectively using a full range of skills: speaking; listening; writing; body language; presentation

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- work and interact effectively within a team
- work independently and take responsibility for initiating and completing tasks
- understand impact of work on others, especially where related to diversity and equality
- time management and ability to complete work to schedule
- ability to handle change and respond to change management processes.

If not set as an entry criterion, apprentices will achieve English and Mathematics at level 2 by the end of the apprenticeship. For certain employers it may be necessary to achieve a minimum level 3 in English and/or Mathematics and this will be specified by the employer before the apprenticeship commences.

The apprenticeship is also designed to be recognised by the relevant professional bodies at Registered Science Technician (RSciTech) level, for which there is a requirement that the technician will participate in subsequent continuing professional development on completion of the apprenticeship.

Learning & Training

Employers will compile an Apprenticeship training plan that describes the training their apprentice will need to meet the standard. It may include a mixture of external and internal training that will ensure the apprentice is fully competent by the end of their programme and ready to take the assessment. It will show when each area of the standard must be acquired and assessed and which areas may be acquired off the job. An apprentice will receive a minimum of 20% of their training away from their day-to-day job.

The apprentice will gain transferable core skills and knowledge. In addition they will gain skills specific to the working practices of their place of employment. The requirements of the apprenticeship are designed to offer stretch and progression.

Review Date

This Apprenticeship standard will be reviewed by employers in September 2015.

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