

## Process Technologist – Job Description

### Role Purpose:

To contribute to the delivery and realisation of project work through preparation, development, design, and implementation in line with individual team and the wider technology team's requirements. The Process Technologist will work under technical supervision of line manager and senior colleagues, supporting with a range of activities to meet technology team objectives.

### Key Responsibilities:

- Embrace and role model the desired behaviours to exemplify our Company values, promoting an ethical, positive company culture.
- To maintain consistent and documented compliance with all relevant Safety, Health and Environmental (SHE), Good Manufacturing Practice (GMP), Data Integrity (DI), quality and best practice requirements.
- To keep self up to date with developments in areas relevant to role, and/or legislative and SHE related changes as communicated by senior colleagues, ensuring understanding of these and any associated new best practice, methods, or techniques.
- To present and formally report experimental conclusions and supporting data for internal peer review and submission to clients, to agreed timescales and standards.
- To actively engage in hazard studies / SRA studies and discussions, as appropriate to role level.
- To set up, plan and execute experimental / pilot scale runs and analyse, interpret, and report the results of these within agreed timescales and quality standards, and in accordance with project / client requirements.
- To be responsible for providing clearly documented records of technical data, decisions, methodologies, calculations, and software use in an agreed format.
- To take ownership in agreeing weekly work plans with line manager, project manager(s) and other relevant stakeholders, and delivering plan to agreed schedule.
- To be responsible for the maintenance and calibration of equipment to ensure it operates in a safe and efficient manner and is available to meet customer needs.
- To take responsibility for general housekeeping of technical areas, to contribute to a safe and healthy workplace.

### Responsibilities specific to role

- To be responsible for supporting the successful and smooth transfer of processes from customer sites and CPI laboratories into the larger scale pilot fermentation facilities.
- To execute fermentations on the pilot plants (20-1000L) under the guidance of process managers.
- Working during standard hours or shift pattern as necessary, be the primary technical contact and decision point within pilot plant for the Operations and Bioprocess Development teams.
- To utilise your expertise and experience of bioprocess development to conduct problem solving activities on projects ranging from development stage to pilot stage maturity.
- To communicate and work effectively with different members of the project team including project managers, technical development team, engineers and the Operations Team.
- To ensure all results, conclusions and recommendations are captured using the appropriate IT

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based monitoring and archive system to enable the storage, retrieval, and use of the data.

- To deliver presentations and provide reports and articles for a targeted range of audiences to raise awareness of CPI's capabilities, meet our public sector targets and attract further customers to the facility.

**Direct reports:** No direct reports

### Person specification

#### Education / Qualifications:

Essential:	Desirable:
Educated to Degree level (or equivalent) in a Scientific/Engineering discipline.	Educated to master's degree level in technology management or equivalent.

Competencies and behaviours	
<p><b>Leadership (Core)</b></p> <ul style="list-style-type: none"> <li>• Respects and values our diverse people and the differing talents, skills and backgrounds that they bring to projects and day-to-day work.</li> <li>• Has a positive influence on those they are in contact with.</li> <li>• Gains the respect and confidence of colleagues and supports them in achieving their goals and targets.</li> <li>• Aligns their behaviours and actions to our PRIDE values, vision, and goals.</li> </ul>	<p><b>Decision Making (Enabling)</b></p> <ul style="list-style-type: none"> <li>• Pro-actively identifies and prioritises the key issues involved to facilitate the decision-making process.</li> <li>• Seeks input from the relevant stakeholders when appropriate, considers risks, and takes accountability for the impact a decision may have on others.</li> <li>• Makes decisions in a timely manner.</li> <li>• Identifies the key factors in a complex problem.</li> </ul>
<p><b>Communication (Core)</b></p> <ul style="list-style-type: none"> <li>• Communicates in a clear and concise manner, covering all relevant points in a timely manner.</li> <li>• Uses the appropriate route and format to communicate.</li> <li>• Confirms understanding of others communication.</li> <li>• Asks questions to understand other people's viewpoints, keeping an open mind and embracing new ideas.</li> </ul>	<p><b>Developing self and others (Enabling)</b></p> <ul style="list-style-type: none"> <li>• Supports others in their development.</li> <li>• Is personally committed to, and actively seeks, opportunities to improve continuously.</li> <li>• Is comfortable learning from the experiences of others and recognises the differing strengths of team members.</li> <li>• Provides honest helpful feedback to others on their performance.</li> <li>• Insightful about self, strengths, and limitations, and how to maximise contribution.</li> </ul>

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Collaboration (Enabling)	Delivery (Enabling)
<ul style="list-style-type: none"> <li>• Understands the value of establishing effective and supportive relationships, and collaborative working.</li> <li>• Actively listens, questions, and observes body language so as to understand communication from others.</li> <li>• Cultivates and maintains partnerships across departments to deliver impactful innovations for the business as a whole.</li> </ul>	<ul style="list-style-type: none"> <li>• Prioritises activities based on their impact and strategic importance.</li> <li>• Takes responsibility and monitors own performance.</li> <li>• Can articulate how their work feeds into projects.</li> <li>• Creates and exploits useful metrics.</li> <li>• Displays commitment and engagement to own work.</li> <li>• Pursues everything with energy, drive, and a need to finish, even when faced with setbacks or resistance.</li> </ul>

### Knowledge and Experience:

Essential:	Desirable:
<p>Will possess foundation of technical knowledge and some underpinning knowledge in bioprocessing, as well as evidence of technical problem solving.</p> <p>Will exhibit professional knowledge of principles and practices in bioprocessing, as well as experience of practical, technical-based work gained in industrial environments.</p> <p>Can demonstrate evidence of knowledge sharing and network building practice across teams or groups.</p> <p>Has ability to apply limited theoretical and practical scientific/engineering methods to contribute to business activities.</p> <p>Will be learning to apply own judgement and initiative within standard engineering or scientific practices, as well as an understanding of when to seek advice from colleagues.</p> <p>Is able to work in a high-pressure environment.</p>	<p>Member of a relevant professional body.</p> <p>Knowledge of food safety regulations.</p> <p>Experience of large scale (&gt;1000L) fermentation and working with a non-scientific operations team.</p>