# JOB DESCRIPTION

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| Job Title**:** | Band **X:** £XX,XXX to £XX,XXX per annum  *Opportunity to progress to £XX,XXX subject to performance and the university reward scheme* |
| School**:** | |
| Department**:** | |
| Reporting directly to**:** | |
| Supervisory responsibility for**:** | |
| Other Contacts Internal**:**  External**:** | |
| Main Duties\***:**   1. Maintain personal and professional development to meet the changing demands of the job; participate in appropriate training activities and encourage and support staff in their development and training. 2. Take steps to ensure and enhance personal health, safety, and well-being and that of other staff and students. 3. Carry out these duties in a manner that promotes equality of opportunity and supports diversity and inclusion and takes into account the University's commitment to environmentally sustainable ways of working.   \*The above does not represent an exhaustive list of duties associated with this role. | |