

3rd June 2019



Flower for you all

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Staff Update

New Staff

Paul Topham will be joining us from UCL as the new Laboratory Manager for research and related activities in CAP, ENV, and instruments and the workshops from the 2nd September 2019. Paul has more than 20 years experience in laboratories and will prove to be a valuable member of the management team.

Job Vacancy

The part-time SCI Tech Administrative Assistant (Grade 4, 0.4 FTE) role is advertised now on the UEA Current Vacancies page. Anyone interested may contact lv for an informal discussion. The closing date for applications is 14 June 2019.

Please see the UEA Current Vacancies webpage at <https://myview.uea.ac.uk/webrecruitment/> for all roles available at the University.

Events

Future event:

Norwich Science Festival returns for the October half-term (18-26 October 2019). Read more: <https://norwichsciencefestival.co.uk/about/news/dates-announced-2019-norwich-science-festival/>

TRAINING

[Safety Services courses](#)

[University Safety Services](#) run the

following courses :

- **Practical Risk Assessment Training**
- **COSHH/DSEAR for laboratory work**
- **COSHH in the General Workplace**
- **Display Screen Equipment**
- **Manual Handling (Non-Office)**
- **Manual Handling Assessor Training**
- **First Aid**
- **Practical Risk Assessment**

Flexible Working Pilot

Technical Services is participating in the Flexible Working Pilots:

Following on from the UEA Staff Survey where people were keen to bring in flexible working opportunities HR is working with half a dozen teams to pilot flexible working schemes.

The pilot will help to see what works well and what needs to be in place for flexible working schemes to work effectively for staff and the university.

Initially these pilots will run for 12 months and the feedback will help to inform the development of a UEA policy which will benefit all employees.

For more detail follow this link – [Flexible Working Overview](#)

For information

Earlham Road Fiveways Roundabout – improvements

Please note that roadworks are due to start on Monday, 3rd June 2019 at the Fiveways Roundabout to make safety improvements for cyclists. The expected completion date for this work is Friday, 30th August 2019 and there will be road closures at the junctions of Bluebell Road, Gipsy Lane and Earlham Green Lane – see attached for further details.

Laboratory Stools Available

We still have **stools** available for use in Science:

Please contact Kathryn Barrie, Teaching Laboratory Co-ordinator, Biology if interested:

Room number: BIO 02.15
Email: K.Barrie@uea.ac.uk
Telephone extension: 2444



CSED News and Events

- Safe Use of Radioactive Substances
- Fire Warden Briefing Session
- Fire Warden Refresher Training
- Evacuation Chair Training

Please visit [USS Training Courses](#) for further details and dates.

Contact

training.uss@uea.ac.uk to be reserved a place, or to be placed on the waiting list.

If you require this training, please let safety services know (safetyservices@uea.ac.uk) so they can reserve them a place.

Please also complete a training request form for all new training courses that you wish to attend. These forms can be obtained from SCI.Tech Admin – SCI.Techadmin@uea.ac.uk or via the [SCI intranet page, quick links forms and templates.](#)

Intrapreneurial Thinking

Fri 21 June, 9.30am-12.30pm

This workshop explores what it means to be 'intrapreneurial' using an entrepreneurial skill set within an organisation. We consider the early stages of forming and developing an idea as a foundation for creating innovative products, processes and services that add value. The objectives are to:

- Explore what intrapreneurial thinking is
- Identify supporting factors that promote intrapreneurial thinking
- Discuss different types of innovation and their impact
- Consider the next steps in transforming innovative ideas into real projects.

ICT Tip Of The Week

ICT Tips of the Week

Using Internet browsers

How can I open a tab I've just closed?

Right click on a tab > reopen closed tab

For Chrome, Ctrl + Shift + T

For Chrome and Edge, repeated reopening opens successive tabs through your browsing history.

Information

Please follow the SCI twitter account. It can be found on the technical services pages but also check and follow under @UEASCIintranet.

Submissions for inclusion in the bulletin should be sent to SCI.Tech Admin (SCI.Techadmin@uea.ac.uk) by Friday, 14th June 2019. Thank you! ☺