

## Scottish Environment Protection Agency

### Job Description and Person Specification

<b>POST</b>	Assistant Scientist
<b>PORTFOLIO</b>	Evidence & Flooding
<b>UNIT OR TEAM</b>	Hydrology
<b>REPORTS TO</b>	Principal Scientist Manager
<b>BAND</b>	F
<b>LOCATION(S)</b>	ASB/Dumfries/Edinburgh/Galashiels/Elgin/Dingwall/Perth/Aberdeen
<b>POST STATUS</b>	Permanent <i>SEPA is happy to consider flexible work arrangements and we proudly use the "Happy to Talk Flexible Working" logo on all our job vacancies. If you want to work part-time or through some other flexible arrangement, we strongly encourage you to apply.</i>

#### A. JOB PURPOSE

Floods and droughts are two of the biggest threats arising from the climate emergency that Scotland faces. SEPA plays a big part in helping Scotland adapt to these threats.

To do this we need staff with the know-how to understand and predict the threat, but also with significant people skills to help Scotland adapt to the threat in ways that create economic and social opportunities.

We are beginning a new initiative to bring in enthusiastic, numerate team players with a willingness to learn and problem solving skills. You will spend your first few years working mainly outdoors, focussing on measuring flows and levels in rivers, lochs, groundwater, and the sea.

As you gain experience in these aspects, you will be encouraged to develop this specialism to a deeper level, or to work across other aspects like modelling, communications or partner engagement. We want you to grow and develop through the organisation and we will help as much as you are willing! We want this to work for staff and for SEPA as much as possible.

Core tasks of these post will be routine field work and data processing and analysis.

#### B. MAIN ACTIVITIES

##### 1. **Undertake hydrometric field measurements, plus associated maintenance of infrastructure**

You will be mainly field based in order to undertake measurements in a designated geographical area. This will involve occasional working outside of core hours, lone working and overnight stays when working in more remote locations. You will visit our gauging stations where you will carry out checks and calibrations including flow gaugings in rivers. You will carry out repairs and maintenance including strimming, repairing fences and roofs, installation and recalibration of sensors and maintaining outstations.

##### 2. **Processing and analysis of Data**

You will be required to download data from our stations and then upload this to our hydrometric archive. You will do routine analysis and also factual reporting of the data; for example deriving trends and averages. You will work with key internal and external stakeholders to help them make best use of the data we gather; for example advising consultants using data for flood defence design. You will describe the parameters and fields in the data, how it is collected and any issues.

**3. Supporting Hydrology and Flooding**

You will work flexibly and support other business units, including water resources and flood risk management, to deliver across a range of priorities. Examples of activities include: fieldwork and sampling, data entry, basic data handling, routine reporting, GIS analysis, User Acceptance Testing and survey.

**4. Flood Warning**

You will also assist with Flood Warning activities, participating in the Duty Rota if required.

*The above list of responsibilities is not exhaustive and you may be required to undertake other responsibilities and training as requested by your line manager, appropriate to your grade.*

**C. PERSON SPECIFICATION**

**1) KNOWLEDGE AND TECHNICAL SKILLS**

Indicates the type of knowledge and skills essential or desirable to do this job and the level required using the indicators below.

- (1) Significant expert knowledge
- (2) Specialist knowledge
- (3) Routine but detailed knowledge
- (4) Broad understanding

Or not applicable (N/A)

Type of Knowledge/skills (please specify detail below under broad headings)	Essential	Level	Desirable	Level
<b>SEPA Organisational Knowledge</b> – knowledge of SEPA and its aims and objectives	✓	4		
<b>Scientific/Technical</b> – Basic Hydrological processes	✓	4		
<b>Scientific/Technical</b> – Hydrometric monitoring techniques			✓	3

**2) QUALIFICATIONS**

Indicates the area and level of qualifications (if any) essential or desirable to do this job

Type of Qualification	Essential	Desirable
Highers/SVQ/NC (or equivalent, relevant experience)	✓	
HNC/HND		✓
Full UK Driving Licence	✓	

**3) EXPERIENCE REQUIRED**

Indicates the type and likely length of experience essential or desirable to do this job

Type of Experience	Essential	Length (yrs)	Desirable	Length (yrs)
Technical/scientific professional experience	✓	2	✓	3

Project team working			✓	1
Use and repair of equipment or IT systems	✓	1	✓	2
Other (please specify): Experience of working outdoors, in the Scottish climate and alone	✓	1		