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## **Example of Technical Specialist Job Description**

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Our company is growing rapidly and is looking for a technical specialist. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for technical specialist

- Participate in business and IT projects as required
- Act as SPOC for users experiencing service disruptions, making service requests and change requests
- Assist in coordinating efforts from other IT Service operations specialists
- Provision leadership and guidance to users related to workarounds to meet
  job requirements while providing regular status updates related to underlying
  cause, and updates to that status as required
- Escalate issues and requests to appropriate group/function while assisting in coordinating these efforts from IT Operations Specialists
- Conduct appropriate follow-up according to SLA expectations while assisting in coordinating these efforts from IT Operations Specialists
- Investigate and analyse specific issues within lipidomics, creating recommendation reports, supported by advances within the mass spectrometry technical field
- Ensure that the provision of the lipidomics is delivered to the Facility, proactively changing the delivery according to staff and collaborators' requirements
- Create specific working groups from colleagues across the University to achieve Cardiff Lipidomic Unit objectives
- Develop and deliver training within lipidomics

## Qualifications for technical specialist

- A post secondary education in a recognized administration program is preferred
- Previous working experience in a technical related certification role
- Completed Lead Auditor training for ISO related standards and another international standard as required
- Initiative to seek new solutions and new ways of doing things with a focus on continuous improvement