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**Faculty of Science**

**School of Pharmacy & Biomedical Sciences**

**Senior Research Associate**

**ZZ005363**

**Information for Candidates**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Full-time

Fixed term

Salary is in the range from £30,395 to £34,189 per annum and progress to the top of the scale is by annual increments payable on 1 September each year. Salary is paid into a bank or building society monthly in arrears.

Working hours are normally from 8.30 a.m. to 5.15 p.m. Monday to Thursday and 8.30 a.m. to 4.15 p.m. Friday with one hour and ten minutes for lunch. As this post is research based, working hours will vary depending on the needs of the project so a flexible approach is required. Specific working hours will be agreed once an appointment has been made. Overtime is not normally payable but time off in lieu may be given.

Annual leave entitlement is 35 working days in a full leave year. The leave year commences on 1 October and staff starting and leaving during that period accrue leave on a pro-rata basis. In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and on bank holidays.

The Appointee will be entitled to join the Local Government Pension Scheme. The scheme's provisions include a final salary based, index-linked pension with an option to exchange some pension for a lump sum on retirement together with dependants’ benefits. Contributions by the employee are subject to tax relief.

There is a probationary period of six months during which new staff are expected to demonstrate their suitability for the post.

There is a comprehensive sickness and maternity benefits scheme.

**All interview applicants will be required to bring their passport or full birth certificate and any other 'Right to Work' information to interview where it will be copied and verified.** The successful applicant will not be able to start work until their right to work documentation has been verified.

Please note if you are the successful candidate once the verbal offer of employment has been made and accepted, references will be immediately requested. It is the University’s policy that all employment covering the past three years is referenced. A minimum of two references is required to cover this three-year period of employment or study (where there has been no employment). One of your referees must be your current or most recent employer.

The successful candidate will need to bring documentary evidence of their qualifications to Human Resources on taking up their appointment.

To comply with UKVI legislation, non-EEA candidates are only eligible to apply for this post if it has been advertised for a total of 28 days.

If the position has a requirement for Disclosure and Barring Service check (DBS), this will be stated in the advert. The DBS Application Form will be provided once the selection process has been completed.

All applications must be submitted by 23:59 (UK time) on the closing date published.



**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| **Job Title:** | Senior Research Associate  (Synthetic Microbiology) |
| **Grade:** | 6 |
| **Faculty/Centre:** | Faculty of Science |
| **Department/Service:**  **Location:** | School of Pharmacy and Biomedical Sciences  St Michael’s Building |
| **Position Reference No:** | ZZ005363 |
| **Cost Centre:** | 10898 |
| **Responsible to:** | Principal Investigator, Senior Lecturer PHBM / Head of School |
| **Responsible for:** | Junior researchers and undergraduate/postgraduate students within the research group |
| **Effective date of job description:** | 5 July 2019 |

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| **Purpose of Job**: |
| **Overview**  To work autonomously with instruction from Principal Investigator or the other partners within the research project. The role will involve carrying out research, analysing data, developing new evaluation methods and determining how to best apply them. The Senior Research Associate (SRA) will be responsible for regularly managing elements of the project, in line with the project terms of reference. The individual will be expected to make contributions to research outputs and to contribute to the growing research culture within the Draheim group, within the School of Pharmacy and Biomedical Sciences and within the Faculty of Science.  **Project and Role**  This project builds upon the previous successes of the Draheim group with engineering chemotactic and two-component signalling circuits. The main role of the Senior Research Associate will be to carry out research, as directed by the PI or as required by other members of the larger project team. There will be a focus on synthetic microbiology within various Gram-negative and Gram-positive organisms. Receptor targets have been selected and these will be subjected to rationally designed small molecule compounds and traditional Chinese medicines provided by project partners. The analyses of these data will be utilised during the rational design of further iterations of these compounds with improved activity or alternative specifies. This will draw upon the individual’s existing skills and expertise, as well as upon skills they will be expected to gain during their time in the research group. The Senior Research Associate will also be expected to make contributions toward research outputs, and present findings at workshops and conferences. Furthermore, s/he will be expected to assist in the supervision and support of junior research colleagues and students within the Draheim group.  **References**   1. Screening method and kit to detect receptor activation. WIPO database: WO/2018/146484. 2. A modular high-throughput in vivo screening platform based on chimeric bacterial receptors. Lehning CE, Heidelberger JB, Reinhard J, Nørholm MHH, Draheim RR (2017) ACS Synth Biol 6: 1315-26. 3. Forcing the issue: aromatic tuning facilitates stimulus-independent modulation of two-component signalling circuits. Nørholm MHH, von Heijne G, Draheim RR (2015) ACS Synth Biol 4: 474-81. |

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| **Key Responsibilities:** |
| 1. To carry out research and manage elements of the project, as required for project delivery. 2. To present research project findings to a variety of stakeholders and to write reports and contribute to research papers submitted for publication.   **Additional expectations of the role holder**   1. In line with the research project aims and objectives, the role holder is required to plan, prioritise and organise their own workload, regularly managing the progress of elements of the research project. 2. To communicate with team members and liaise and network with relevant others, ensuring effective working relations. 3. To attend team meetings when required, providing relevant and timely information in order to aid decision-making. 4. To solve problems that may occur during the research project, using guidelines or a set of procedures. 5. To provide information, appropriate to the role, to relevant stakeholders. 6. To analyse research data and develop new evaluation methods. On occasions, may select existing methodologies, determining when they should be applied. 7. To assist with supervising a research student/assistant/associate. 8. To deliver introductory workshops to students on topics such as research methods. 9. To participate in and contribute to a performance & development review (PDR), ensuring that work produced is in line with the School/Faculty/University aims. 10. To communicate with team members and liaise and network with relevant others, to ensure effective working relations. 11. To solve problems that occur applying knowledge of subject area. 12. To comply with the University's Health and Safety Policy and pay due care to own safety and the safety of others. Report all accidents, near misses and unsafe circumstances to line management. 13. To support the University’s commitment to equality, diversity, respect and dignity, creating an environment in which individuals will be treated on the basis of their merits, abilities and potential, regardless of gender, racial or national origin, disability, religion or belief, sexual orientation, age or family circumstances. 14. Any other duties as required by the Principal Investigator and/or Head of School. |

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| **Working Relationships:** |
| 1. Supervised by the Principal Investigator. 2. Working with other researchers in the Research Group, School of Pharmacy and Biomedical Sciences and the Faculty of Science. 3. Working with research collaborators locally, nationally and internationally. 4. Liaising with Head of School, Associate Head (Research), research/academic colleagues and support/technical staff on day-to-day issues. 5. Assisting with supervision of junior research colleagues and students operating in the same laboratory. |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Recent or ongoing research experience in molecular biology, microbiology, biochemistry or biophysics | E | AF, S |
|  | Research experience of collecting and analysing quantitative data | E | AF, S |
|  | Research experience working with microbes | E | AF, S |
|  | *In vitro* molecular biology experience | E | AF, S |
|  | Practical knowledge of cloning, protein expression, site-directed mutagenesis and related techniques | E | AF, S |
|  | Knowledge of Microsoft Office computer packages | E | AF, S |
|  | Knowledge of relevant Health and Safety in the workplace | E | AF, S |
|  | Practical knowledge of fluorescence-based assays | D | AF, S |
|  | Previous experience of working in a team | D | AF, S |
|  | Previous experience of contributing to publications | D | AF, S |
| **2.** | **Skills & Abilities** |  |  |
|  | Ability to predict and solve problems when they occur | E | AF, S |
|  | Ability to plan, organise and prioritise workloads | E | AF, S |
|  | Good communication and interpersonal skills | E | AF, S |
|  | Good report writing skills | E | AF, S |
|  | Statistical data analysis skills | E | AF, S |
|  | Presentation skills | E | AF, S |
|  | Project management skills | D | AF, S |
| **3.** | **Qualifications, Education & Training** |  |  |
|  | Postgraduate experience in biochemistry, molecular biology, microbiology or biophysics, or relevant experience | E | AF, S |
|  | PhD in relevant subject or relevant professional experience | E | AF, S |
| **4.** | **Other Requirements** |  |  |
|  | Ability to work with minimum supervision | E | AF, S |
|  | Ability to work on own initiative and as part of a team | E | AF, S |
|  | Creative, highly motivated and committed to undertaking research | E | AF, S |
|  | Ability to work to tight deadlines | E | AF, S |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme (including Test, Presentation)

**JOB HAZARD IDENTIFICATION FORM**

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| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [**Job Hazard Information**](http://www.port.ac.uk/departments/services/humanresources/occupationalhealthservice/jobhazardinformation/filetodownload,164407,en.doc) **document in order to do this and give details in the free text space provided.** | | | |
| 1. International travel/Fieldwork | X | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants, welding fume) | X |
| 1. Manual Handling (of loads/people) |  | 14. Working at height |  |
| 1. Human tissue/body fluids (e.g. Healthcare settings, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 1. Genetically Modified Organisms | X | 16. Confined spaces |  |
| 1. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 1. Night Working   (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 1. Display screen equipment | X | 19. Compressed gases | X |
| 1. Repetitive tasks (e.g. pipette use etc) | X | 20. Small print/colour coding |  |
| 1. Ionising radiation/non-ionising radiation/lasers/UV radiation   X | | 21. Soil/bio-aerosols |  |
| 10. Asbestos and or lead | | 22. Nanomaterials | |
| 11. Driving on University business: mini-bus (over 9 seats), van, bus, forklift truck, drones only) | | 23. Workplace stressors (e.g. workload, relationships, job role etc)  X | |
| 12. Food handling | | 24. Other (please specify) | |

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**Completed by Line Manager/Supervisor:**

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| **Name (block capitals)** | Dr Roger Draheim |
| **Date** | 5 JUL 2019 |
| **Extension number** | 2133 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH).

Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.