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**Faculty Creative and Cultural Industries**

**School of Creative Technologies**

**Part-time Hourly Paid Lecturer**

**PTHP5026**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Your rate of pay will be £44.86 - £49.00. New employees will be appointed at the bottom of the scale unless you have previous relevant experience from another academic institution.

Your rate of pay will be in respect of each teaching hour delivered and for all the work in connection with that delivery.  This includes:

* one hour scheduled teaching;
* preparation for teaching;
* the setting and marking of projects and assignments;
* the setting and marking of examinations;
* the supervision of examinations;
* completion of registers;
* provision of data and related course administration;
* an allocation of holiday pay.

The annual leave entitlement for a full time post at your grade is 35 days in addition to statutory bank holidays, local discretionary holidays and days when the institution is closed in the interests of efficiency.  Your entitlement to paid leave is calculated on an equivalent basis, proportionate to the part of the leave year you are required to work. Your holiday pay is included in your payment for each teaching hour delivered and will be separately itemised in your contract and payslip.  Holidays are allocated to days in each pay period when you are not required to teach.

Salary is paid into a bank or building society monthly in arrears.

You will be automatically enrolled in the Teachers' Pension Scheme.  The scheme's provisions include a final salary based index-linked pension and a lump sum on retirement together with dependents’ benefits.

The University offers support for Maternity, Paternity and Shared Parental Leave. Your contractual entitlement is in accordance with the procedures contained in the Academic Staff Handbook and on the University website: <http://www.port.ac.uk/accesstoinformation/policies/>

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.

Under the University’s Recruitment and Selection Policy we will take up references for appointable candidates. Your current employer reference must be your current line manager.  It is also a requirement of this policy that we take up references to cover the previous three years of your employment or study.

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

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 Midnight (GMT) on the closing date published.



**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| **Job Title:** | PTHP - Business and Enterprise for the Creative Industries |
| **Grade:** | 7 |
| **Faculty/Centre:** | Creative and Cultural Industries |
| **Department/Service:****Location:** | Creative TechnologiesEldon Building |
| **Position Reference No:** | PTHP5026 - BECI |
| **Cost Centre:** | 42601 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/a |
| **Effective date of job description:** | August 2018 |

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| **Purpose of Job:** |
| To co-ordinate and contribute to the teaching and supervision of undergraduate and postgraduate programmes and to respond to student’s needs in the specific subject area. |

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| **Key Responsibilities:** |
| 1. Deliver teaching in the area of business management, leadership and entrepreneurship with a focus on the creative sector. Specifically, some or all of: Business finance, marketing, leadership & self-effectiveness, business & employment law, starting a business. Setting and marking assessments; ensuring the verification of marks by other tutors, (where appropriate); and attending relevant assessment boards.
2. Supervise undergraduate and postgraduate dissertations and similar independent learning activities if required.
3. Undertake academic course-related administrative tasks, e.g., Level Tutor, including attendance at Examination Boards, as appropriate.

To fulfil such other tasks as may reasonably be required by the Head of School. |

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| **Working Relationships:** |
| Course Leaders Subject Group LeadersCourse Team |

1. **PERSON SPECIFICATION**

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| --- | --- | --- | --- |
| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | A working knowledge of a relevant aspect of the Creative Industries | E | AF,S |
|  | A sound knowledge of: Business finance, marketing, leadership & self-effectiveness, business & employment law, starting a business. | E | AF,S |
|  | Relevant practical business experience | E | AF,S |
|  | A broad understanding of the inter-relationships across the creative sector in UK and internationally | D | AF,S |
|  | Experience of the working environment of the creative sector | E | AF,S |
|  | Teaching experience at either undergraduate or postgraduate level | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Ability to teach theory and practice of business management, leadership and management development and entrepreneurship at undergraduate and postgraduate level | E | AF,S |
|  | Ability to work as part of a team | E | AF,S |
|  | Good organisational skills | E | AF,S |
|  | Good networking skills | E | AF,S |
|  | Good presentation/communication skills | E | AF,S |
|  | Ability to develop links with relevant industry, including collaborative ventures | D | AF,S |
| **3.**  | **Qualifications, Education & Training** |  |  |
|  | Relevant qualification and/or experience | E | AF,S |
|  | An industry profile | E | AF,S |
| **4.** | **Other Requirements** |  | AF,S |
|  | High integrity and professional approach | E | AF,S |
|  | Good motivation to innovate in education | E | AF,S |
|  | Committed to the values of higher education, including widening access and participation, diversity and inclusivity | E | AF,S |
|  | Valuing team approach to practical and vocational ethos | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

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

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| --- | --- |
| **Job Title:** | PTHP - Compositing and Visual Effects |
| **Grade:** | 7 |
| **Faculty/Centre:** | Creative and Cultural Industries |
| **Department/Service:****Location:** | Creative TechnologiesEldon Building |
| **Position Reference No:** | PTHP5026 - CVE |
| **Cost Centre:** | 42600 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/a |
| **Effective date of job description:** | August 2018 |

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| **Purpose of Job:** |
| To co-ordinate and contribute to the delivery of undergraduate and postgraduate programmes covering compositing, visual effects, and production methodologies associated with the visual effects industry. Wider film and animation knowledge and skills to respond to students’ needs are also required.  |

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| **Key Responsibilities:** |
| 1. Deliver teaching in the area of specialism. Setting and marking assessments; ensuring the verification of marks by other tutors, (where appropriate); and attending relevant assessment boards.2. Undertake academic course-related administrative tasks, e.g., Level Tutor, including attendance at Examination Boards, as appropriate.3. To fulfil such other tasks as may reasonably be required by the Head of School. |

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| **Working Relationships:** |
| Course LeadersSection LeadCourse Team Head of School Associate Dean StudentsSchool Administrators |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | To deliver compositing (in Nuke) to students from a range of courses at a range of levels. | E | AF,S |
|  | Subject expertise in compositing, paint and roto, matte extraction and integration of live & cgi elements | E | AF,S |
|  | high-level knowledge of Nuke and industry compositing software | E | AF,S |
|  | Good knowledge of 2D&3D camera tracking and matchmoving pipeline and relevant industry software e.g. 3D Equalizer, PFTrack | D | AF,S |
|  | A sound knowledge of delivering programming related material in an HE context | D | AF,S |
|  | Knowledge of Python and VFX coding languages, as used for both stand-alone code and for scripting software tools e.g. Nuke, Houdini and Maya | E | AF,S |
|  | Teaching experience at either FE, undergraduate or postgraduate level | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | A high level of problem solving ability | E | AF,S |
|  | Ability to teach technical animation principles and practice | E | AF,S |
|  | Excellent communication in English verbally and in writing including research output | E | AF,S |
|  | Ability to work as part of a team | E | AF,S |
|  | Good organisational skills | E | AF,S |
|  | Good networking skills | E | AF,S |
|  | Good presentation/communication skills | E | AF,S |
|  | Ability to develop links with relevant industry, including collaborative ventures | D | AF,S |
| **3.**  | **Qualifications, Education & Training** |  |  |
|  | Relevant qualification and/or experience | E | AF,S |
|  | An industry profile | D | AF,S |
| **4.** | **Other Requirements** |  |  |
|  | High integrity and professional approach | E | AF,S |
|  | High motivation and innovation in education | E | AF,S |
|  | Committed to the values of higher education, including widening access and participation | E | AF,S |
|  | Valuing team approach to practical and vocational ethos | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

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

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| --- | --- |
| **Job Title:** | PTHP - Computer Animation |
| **Grade:** | 7 |
| **Faculty/Centre:** | Creative and Cultural Industries |
| **Department/Service:****Location:** | Creative TechnologiesEldon Building |
| **Position Reference No:** | PTHP5026 - CA |
| **Cost Centre:** | 42600 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/a |
| **Effective date of job description:** | August 2018 |

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| **Purpose of Job:** |
| To co-ordinate and contribute to the teaching and supervision of undergraduate and postgraduate programmes and to respond to student’s needs in the specific subject area. |

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| **Key Responsibilities:** |
| 1. Deliver teaching in the area of the practice (and theory) of Computer Animation and related fields. Setting and marking assessments; ensuring the verification of marks by other tutors, (where appropriate); and attending relevant assessment boards.
2. Supervise undergraduate and postgraduate dissertations and similar independent learning activities if required.
3. Undertake academic course-related administrative tasks, e.g., Level Tutor, including attendance at Examination Boards, as appropriate.

To fulfil such other tasks as may reasonably be required by the Head of School. |

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| **Working Relationships:** |
| Course Leaders Subject Group LeadersCourse Team |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | A working knowledge of a relevant aspect of the Creative Industries | E | AF,S |
|  | A sound knowledge of the animation production processes and theory | E | AF,S |
|  | Specific ability and techniques associated with 2D and 3D animation | E | AF,S |
|  | A broad understanding of the inter-relationships across the creative sector in UK and internationally | D | AF,S |
|  | Experience of the working environment of the creative sector | E | AF,S |
|  | Teaching experience at either undergraduate or postgraduate level | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Expert-level skills in the use of a range of industry-standard software applications particularly those that focus on computer animation | E | AF,S |
|  | Ability to teach 2D and 3D animation theory, techniques and processes at undergraduate and postgraduate level | E | AF,S |
|  | Ability to work as part of a team | E | AF,S |
|  | Good organisational skills | E | AF,S |
|  | Good networking skills | E | AF,S |
|  | Good presentation/communication skills | E | AF,S |
|  | Ability to develop links with relevant industry, including collaborative ventures | D | AF,S |
| **3.**  | **Qualifications, Education & Training** |  |  |
|  | Relevant qualification and/or experience | E | AF,S |
|  | An industry profile | E | AF,S |
| **4.** | **Other Requirements** |  | AF,S |
|  | High integrity and professional approach | E | AF,S |
|  | Good motivation to innovate in education | E | AF,S |
|  | Committed to the values of higher education, including widening access and participation, diversity and inclusivity | E | AF,S |
|  | Valuing team approach to practical and vocational ethos | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

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

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | PTHP - Computer Games Programming |
| **Grade:** | 7 |
| **Faculty/Centre:** | Creative and Cultural Industries |
| **Department/Service:****Location:** | Creative TechnologiesEldon Building |
| **Position Reference No:** | PTHP5026 - CGP |
| **Cost Centre:** | 42600 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/a |
| **Effective date of job description:** | August 2018 |

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| **Purpose of Job:** |
| To co-ordinate and contribute to the delivery of undergraduate and postgraduate programmes in the area of Computer Games Programming and to respond to students’ needs. |

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| **Key Responsibilities:** |
| 1. Deliver teaching in the area of Game Programming. Setting and marking assessments; ensuring the verification of marks by other tutors, (where appropriate); and attending relevant assessment boards.2. Undertake academic course-related administrative tasks, e.g., Level Tutor, including attendance at Examination Boards, as appropriate.3. To fulfil such other tasks as may reasonably be required by the Head of School. |

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| **Working Relationships:** |
| Course LeadersSubject Group Leaders Course Team Head of School Associate Dean StudentsSchool Administrators |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Specific ability and knowledge to deliver game programming material:* To enable students to understand and program using DirectX with C++.
* To understand the technical processes and Industry standard methodologies used in developing programs for games consoles.
* To give students an appreciation of the implications of real-time graphical response to user-input.
* To provide an understanding of the graphics pipeline and the specialised algorithms developed to implement game rendering efficiently.
 | E | AF,S |
|  | A sound knowledge of delivering programming related material in an HE context | E | AF,S |
|  | Teaching experience at either FE, undergraduate or postgraduate level | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Expert-level skills in the use of a range of programming relevant industry-standard software applications  | E | AF,S |
|  | Ability to work as part of a team | E | AF,S |
|  | Good organisational skills | E | AF,S |
|  | Good networking skills | E | AF,S |
|  | Good presentation/communication skills | E | AF,S |
|  | Ability to develop links with relevant industry, including collaborative ventures | D | AF,S |
| **3.**  | **Qualifications, Education & Training** |  |  |
|  | Relevant qualification and/or experience | E | AF,S |
|  | An industry profile | D | AF,S |
| **4.** | **Other Requirements** |  |  |
|  | High integrity and professional approach | E | AF,S |
|  | High motivation and innovation in education | E | AF,S |
|  | Committed to the values of higher education, including widening access and participation | E | AF,S |
|  | Valuing team approach to practical and vocational ethos | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

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

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | PTHP - Computer Graphics |
| **Grade:** | 7 |
| **Faculty/Centre:** | Creative and Cultural Industries |
| **Department/Service:****Location:** | Creative TechnologiesEldon Building |
| **Position Reference No:** | PTHP5026 - CG |
| **Cost Centre:** | 42600 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/a |
| **Effective date of job description:** | August 2018 |

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| **Purpose of Job:** |
| To co-ordinate and contribute to the teaching and supervision of undergraduate and postgraduate programmes and to respond to student’s needs in the specific subject area. |

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| **Key Responsibilities:** |
| 1. Deliver teaching in the area of the practice (and theory) of Computer Graphics. Setting and marking assessments; ensuring the verification of marks by other tutors, (where appropriate); and attending relevant assessment boards.
2. Supervise undergraduate and postgraduate dissertations and similar independent learning activities if required.
3. Undertake academic course-related administrative tasks, e.g., Level Tutor, including attendance at Examination Boards, as appropriate.

To fulfil such other tasks as may reasonably be required by the Head of School. |

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| **Working Relationships:** |
| Course Leaders Subject Group LeadersCourse Team |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | A working knowledge of a relevant aspect of the Creative Industries | E | AF,S |
|  | A sound knowledge of computer graphics processes and theory | E | AF,S |
|  | Specific ability and techniques associated with the production of computer graphics | E | AF,S |
|  | A broad understanding of the inter-relationships across the creative sector in UK and internationally | D | AF,S |
|  | Experience of the working environment of the creative sector | E | AF,S |
|  | Teaching experience at either undergraduate or postgraduate level | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Expert-level skills in the use of a range of industry-standard software applications particularly those that focus on computer graphics | E | AF,S |
|  | Ability to teach theory, techniques and processes of computer generated graphics at undergraduate and postgraduate level | E | AF,S |
|  | Ability to work as part of a team | E | AF,S |
|  | Good organisational skills | E | AF,S |
|  | Good networking skills | E | AF,S |
|  | Good presentation/communication skills | E | AF,S |
|  | Ability to develop links with relevant industry, including collaborative ventures | D | AF,S |
| **3.**  | **Qualifications, Education & Training** |  |  |
|  | Relevant qualification and/or experience | E | AF,S |
|  | An industry profile | E | AF,S |
| **4.** | **Other Requirements** |  |  |
|  | High integrity and professional approach | E | AF,S |
|  | Good motivation to innovate in education | E | AF,S |
|  | Committed to the values of higher education, including widening access and participation, diversity and inclusivity | E | AF,S |
|  | Valuing team approach to practical and vocational ethos | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

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

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | PTHP - Digital Art for Games and Animation |
| **Grade:** | 7 |
| **Faculty/Centre:** | Creative and Cultural Industries |
| **Department/Service:****Location:** | Creative TechnologiesEldon Building |
| **Position Reference No:** | PTHP5026 - DAGA |
| **Cost Centre:** | 42600 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/a |
| **Effective date of job description:** | August 2018 |

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| **Purpose of Job:** |
| To contribute to the delivery of undergraduate and postgraduate programmes covering visual research, design and production methodologies associated with the film and game industries as well as wider digital design to respond to students’ needs. |

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| **Key Responsibilities:** |
| 1. Deliver teaching in the area. Setting and marking assessments; ensuring the verification of marks by other tutors, (where appropriate); and attending relevant assessment boards. 2. Undertake academic course-related administrative tasks, e.g., Level Tutor, including attendance at Examination Boards, as appropriate.3. To fulfil such other tasks as may reasonably be required by the Head of School. |

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| **Working Relationships:** |
| Course LeadersSection LeadCourse Team Head of School Associate Dean StudentsSchool Administrators |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Specific ability and knowledge to deliver digital design material to cover this syllabus:* Expertise in drawing to record structure, texture, shape, proportion of animal forms.
* Expertise in the relationship between visual research methodologies and the design process.
* Industry (or equivalent) experience in an industry production environment for digital art.
 | E | AF,S |
|  | A sound knowledge of delivering programming related material in an HE context | D | AF,S |
|  | Teaching experience at either FE, undergraduate or postgraduate level | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Expert-level skills in the application of drawing for digital content creation. | E | AF,S |
|  | Expertise in relevant software packages for digital art creation |  | AF,S |
|  | Ability to work as part of a team | E | AF,S |
|  | Good organisational skills | E | AF,S |
|  | Good networking skills | E | AF,S |
|  | Good presentation/communication skills | E | AF,S |
|  | Ability to develop links with relevant industry, including collaborative ventures | D | AF,S |
| **3.**  | **Qualifications, Education & Training** |  |  |
|  | Relevant qualification and/or experience | E | AF,S |
|  | An industry profile | D | AF,S |
| **4.** | **Other Requirements** |  |  |
|  | High integrity and professional approach | E | AF,S |
|  | High motivation and innovation in education | E | AF,S |
|  | Committed to the values of higher education, including widening access and participation | E | AF,S |
|  | Valuing team approach to practical and vocational ethos | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

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

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | PTHP - User Experience and Interface Design |
| **Grade:** | 7 |
| **Faculty/Centre:** | Creative and Cultural Industries |
| **Department/Service:****Location:** | Creative TechnologiesEldon Building |
| **Position Reference No:** | PTHP5026-UEID |
| **Cost Centre:** | 42600 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/a |
| **Effective date of job description:** | August 2018 |

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| **Purpose of Job:** |
| To co-ordinate and contribute to the delivery of undergraduate and postgraduate programmes covering user experience and interface design across our Digital Media and Creative Media Technologies courses to respond to students’ needs. |

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| **Key Responsibilities:** |
| 1. Deliver teaching in the area. Setting and marking assessments; ensuring the verification of marks by other tutors, (where appropriate); and attending relevant assessment boards.2. Undertake academic course-related administrative tasks, e.g., Level Tutor, including attendance at Examination Boards, as appropriate.3. To fulfil such other tasks as may reasonably be required by the Head of School. |

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| **Working Relationships:** |
| Course LeadersSection LeadCourse Team Head of School Associate Dean StudentsSchool Administrators |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Expertise in User Interface Design and User Experience | E | AF,S |
|  | A sound knowledge of delivering programming related material in an HE context | D | AF,S |
|  | Experience with Adobe suite software | D | AF,S |
|  | Teaching experience at either FE, undergraduate or postgraduate level | D | AF,S |
|  | Recent Industry experience in a relevant area. | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Ability to teach theory and practice of design practice at undergraduate and postgraduate level | E | AF,S |
|  | Expertise in relevant software packages for interface design creation | E | AF,S |
|  | Ability to work as part of a team | E | AF,S |
|  | Good organisational skills | E | AF,S |
|  | Good networking skills | E | AF,S |
|  | Good presentation/communication skills | E | AF,S |
|  | Ability to develop links with relevant industry, including collaborative ventures | D | AF,S |
| **3.**  | **Qualifications, Education & Training** |  |  |
|  | Relevant qualification and/or experience | E | AF,S |
|  | An industry profile | D | AF,S |
| **4.** | **Other Requirements** |  |  |
|  | High integrity and professional approach | E | AF,S |
|  | High motivation and innovation in education | E | AF,S |
|  | Committed to the values of higher education, including widening access and participation | E | AF,S |
|  | Valuing team approach to practical and vocational ethos | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

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

**JOB HAZARD IDENTIFICATION FORM**

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| **Please tick box(s) if any of the below are likely to be encountered by the applicant. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use** [this link](http://www.port.ac.uk/departments/services/humanresources/occupationalhealthservice/JobHazardInformation/) **for further information which should be considered by managers, employees and job applicants.**  |
| 1. International travel/Fieldwork
 |  | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants)  |  |
| 1. Manual Handling (of loads/people)
 |  | 14. Working at height |  |
| 1. Human tissue/body fluids (e.g. Healthcare workers, First Aiders, Nursery workers, Laboratory workers)
 |  | 15. Working with sewage, drains, river or canal water  |  |
| 1. Genetically Modified Organisms
 |  | 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 |  |
| 1. Repetitive tasks (e.g. pipette use, book sensitization etc)
 |  | 20. Small print/colour coding |  |
| 1. Ionising radiation/non-ionising radiation/ lasers/UV radiation
 | 21. Contaminated soil/bio-aerosols |  |
| 10. Asbestos and lead  | 22. Nano-materials  |
| 11. Driving on University business (mini-bus, van, bus, forklift truck etc)  | 23. Stress Workplace Stressors (e.g. workplace demands, role clarification, relationships etc) X  |
| 12. Food handling  | 24. Other (please specify)  |

**Completed by Line Manager/Supervisor:**

|  |  |
| --- | --- |
| **Name (block capitals)** | Mark Eyles |
| **Date** | August 2018 |
| **Extension number** | 5468 |

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.