

## Job Description

<b>Job Title</b>	Post-Doctoral Research Assistant
<b>School/Service</b>	Natural Sciences
<b>Grade</b>	F
<b>Responsible to</b>	Derek Ward-Thompson
<b>Responsible for</b>	N/A
<b>Job Purpose:</b> To support the research and knowledge transfer activities of the JHI in the School of Natural Sciences. The main research interests of the JHI include mathematics, physics & astrophysics. The post holder will undertake research including the production of REF returnable outputs under the direction of staff from the JHI.	
<b>Main Duties and Responsibilities:</b>  <ol style="list-style-type: none"><li>1. Under the guidance of staff from the JHI devise and undertake literature and database searches to contribute to the production of REF outputs.</li><li>2. Provide support for systematic reviews of research literature, support qualitative research studies through data collection and handling and prepare study questionnaires and proformas.</li><li>3. Write up results of research and contribute to the production of research reports and publications.</li><li>4. Support staff from the JHI in identifying and helping to prepare bids for research grants, contributing to the writing of reports and preparation of papers for publication and preparation of presentations</li><li>5. Assist in the supervision of student research projects and to support others in undertaking work in the field of mathematics, physics or astrophysics.</li><li>6. Assist staff in the JHI to maintain a good working relationship with external collaborators</li><li>7. Undertake day-to-day management of research facilities</li><li>8. Attend project-planning, operational and steering group meetings as required</li><li>9. To carry out any other duties appropriate to the post as determined by the Director of the JHI, Professor Derek Ward-Thompson.</li><li>10. With regards to the nature of your role and its impact upon our students, make an active contribution to and support the improvement of the student experience</li></ol>	

## Person Specification

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<b>Attributes</b>	<b>Essential</b>	<b>Desirable</b>	<b>Measured By</b>
<b>Work Experience</b>	<p>Recent research experience in an appropriate academic or professional setting</p> <p>Experience of conducting qualitative research (e.g. interviews/focus groups)</p> <p>Experience of undertaking literature reviews</p>		
<b>Education/Qualifications</b>	MSc or PhD in mathematics, physics or astrophysics		
<b>Skills/Abilities</b>	<p>Ability to work on individual and joint research projects and to contribute to the publication of research papers</p> <p>Ability to work with external partners</p> <p>Excellent oral and written communication skills</p> <p>Excellent planning and organisational skills</p> <p>Ability to work effectively in a team]</p>		
<b>Other</b>	<p>High level of self-motivation and confidence</p> <p>Willingness to travel</p> <p>3</p>		

	An understanding of and demonstrable commitment to the University's Values of Common Sense, Compassion, Teamwork, Attention to Detail, and Trust as a framework for decisions, actions and behaviours.		
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