|  |  |
| --- | --- |
| Last updated: | 09-10-2017 |

**JOB DESCRIPTION**

|  |  |  |  |
| --- | --- | --- | --- |
| Post title: | **Research Fellow – Cable project** | | |
| Academic Unit/Service: | ECS | | |
| Faculty: | FPSE | | |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 4 |
| \*ERE category: | Research pathway | | |
| Posts responsible to: | Project Principal Investigator (Prof George Chen) | | |
| Posts responsible for: | None | | |
| Post base: | Office-based | | |

|  |
| --- |
| Job purpose |
| To undertake research in accordance with the specified research project under the supervision of the award holder. To undertake leadership, management and engagement activities within the Tony Davies High Voltage Laboratory. |

| Key accountabilities/primary responsibilities | | % Time |
| --- | --- | --- |
|  | To conduct research associated with the named research project, including the preparation of deliverable reports for the project sponsor. | 70 % |
|  | Regularly disseminate findings by taking the lead in preparing publication materials for referred journals, presenting results at conferences, or exhibiting work at other appropriate events. | 10 % |
|  | To contribute to the safe and effective running of the Tony Davies High Voltage Laboratory, through taking responsibility for specific areas of the laboratory operations as shall be assigned by the Operators Director or his nominee. | 5 % |
|  | Carry out administrative tasks associated with specified research funding, for example risk assessment of research activities, organisation of project meetings and documentation. Implementation of procedures required to ensure accurate and timely formal reporting and financial control. | 5 % |
|  | Carry out occasional undergraduate supervision, demonstrating or lecturing duties within own area of expertise, under the direct guidance of a member of departmental academic staff. | 5 % |
|  | Any other duties as allocated by the line manager following consultation with the post holder. | 5 % |

| Internal and external relationships |
| --- |
| Direct responsibility to holder of research award.  Reporting and liaison responsibilities to external funding bodies or sponsors.  May be asked to serve on a relevant Academic Unit committee, for example research committee.  Collaborators/colleagues in other work areas and institutions. |

| Special Requirements |
| --- |
| To be available to participate in fieldwork, including site visits as required by the specified research project.  To attend national and international conferences for the purpose of disseminating research results.  *Applications for Research Fellow positions will be considered from candidates who are working towards or nearing completion of a relevant PhD qualification. The title of Research Fellow will be applied upon successful completion of the PhD. Prior to the qualification being awarded the title of* ***Senior Research Assistant*** *will be given.* |

**PERSON SPECIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | PhD or equivalent professional qualifications and experience in High Voltage Engineering  Detailed understanding and knowledge of electrical behaviour of high voltage plant. | Knowledge of numerical modelling of high voltage plant.  Experience of laboratory or site work in a high voltage and/or high current environment.  Teaching at undergraduate level and contributing to teaching at postgraduate level | CV and  Interview |
| Planning and organising | Able to organise own research activities to deadline and quality standards | Experience of the delivery of industrially funded research. | Interview |
| Problem solving and initiative | Able to develop understanding of complex problems and apply in-depth knowledge to address them  Able to develop original techniques/methods as applied to high voltage plant. |  | Interview |
| Management and teamwork | Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development | Able to supervise work of junior research staff, delegating effectively  Able to contribute to Academic Unit management and administrative processes | Interview and CV |
| Communicating and influencing | Communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience  Able to present research results at group meetings and conferences  Able to write up research results for publication in leading peer-viewed journals | Work proactively with colleagues in other work areas/institutions, contributing specialist knowledge to achieve outcomes | Interview and References |
| Other skills and behaviours | Understanding of relevant Health & Safety issues  Positive attitude to colleagues and students | Experience of health and safety aspects of working within a high voltage laboratory.  Experience of working to ISO 9001, ISO 14001 and OHSAS 18001. | Interview and CV |
| Special requirements | Able to attend national and international conferences to present research results.  Able to attend site visits. |  | Interview and CV |

**JOB HAZARD ANALYSIS**

**Is this an office-based post?**

|  |  |
| --- | --- |
| Yes | If this post is an office-based job with routine office hazards (eg: use of VDU), no further information needs to be supplied. Do not complete the section below. |
| No | If this post is not office-based or has some hazards other than routine office (eg: more than use of VDU) please complete the analysis below.  Hiring managers are asked to complete this section as accurately as possible to ensure the safety of the post-holder. |

## - HR will send a full PEHQ to all applicants for this position. Please note, if full health clearance is required for a role, this will apply to all individuals, including existing members of staff.

|  |  |  |  |
| --- | --- | --- | --- |
| **ENVIRONMENTAL EXPOSURES** | **Occasionally**  (<30% of time) | **Frequently**  (30-60% of time) | **Constantly**  (> 60% of time) |
| Outside work |  |  |  |
| Extremes of temperature (eg: fridge/ furnace) |  |  |  |
| ## Potential for exposure to body fluids |  |  |  |
| ## Noise (greater than 80 dba - 8 hrs twa) |  |  |  |
| ## Exposure to hazardous substances (eg: solvents, liquids, dust, fumes, biohazards). Specify below: |  |  |  |
| Frequent hand washing |  |  |  |
| Ionising radiation |  |  |  |
| **EQUIPMENT/TOOLS/MACHINES USED** | | | |
| ## Food handling |  |  |  |
| ## Driving university vehicles(eg: car/van/LGV/PCV) |  |  |  |
| ## Use of latex gloves (prohibited unless specific clinical necessity) |  |  |  |
| ## Vibrating tools (eg: strimmers, hammer drill, lawnmowers) |  |  |  |
| **PHYSICAL ABILITIES** | | | |
| Load manual handling |  |  |  |
| Repetitive crouching/kneeling/stooping |  |  |  |
| Repetitive pulling/pushing |  |  |  |
| Repetitive lifting |  |  |  |
| Standing for prolonged periods |  |  |  |
| Repetitive climbing (ie: steps, stools, ladders, stairs) |  |  |  |
| Fine motor grips (eg: pipetting) |  |  |  |
| Gross motor grips |  |  |  |
| Repetitive reaching below shoulder height |  |  |  |
| Repetitive reaching at shoulder height |  |  |  |
| Repetitive reaching above shoulder height |  |  |  |
| **PSYCHOSOCIAL ISSUES** | | | |
| Face to face contact with public |  |  |  |
| Lone working |  |  |  |
| ## Shift work/night work/on call duties |  |  |  |