

Job Description and Person Specification

Last updated: 04/09/2019

JOB DESCRIPTION

Post title:	Senior Research Fellow		
School:	Electronics and Computer Science		
Faculty:	Engineering and Physical Sciences		
Career Pathway:	Education, Research and Enterprise (ERE)	Level:	5
*ERE category:	Research pathway		
Posts responsible to:	Associate Professor		
Posts responsible for:	none		
Post base:	Non Office-based (see job hazard analysis)		

Job purpose
<p>To plan and undertake research in accordance with the specified research project under the supervision of the award holder. To undertake leadership, management and engagement activities.</p> <p>To undertake leadership, management and engagement activities where appropriate.</p>

Key accountabilities/primary responsibilities	% Time
1. To plan, develop and implement an area of personal research.	55% %
2. 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 %
3. Contribute to the writing of bids for research funding.	25%
4. Investigate models and approaches to test and develop them.	
5. Collaborate/work on original research tasks with colleagues in other institutions.	
6. 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.	

Key accountabilities/primary responsibilities		% Time
7.	Supervise the work of junior research staff.	10%
8.	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.	
9.	Any other duties as allocated by the line manager following consultation with the post holder.	

Internal and external relationships
<p>Direct responsibility to holder of research award or academic supervisor.</p> <p>May have additional reporting and liaison responsibilities to external funding bodies or sponsors.</p> <p>May be asked to serve on a relevant Academic Unit committee, for example research committee.</p> <p>Collaborators/colleagues in other work areas and institutions.</p>

Special Requirements
<p>To be available to participate in fieldwork as required by the specified research project.</p> <p>To attend national and international conferences for the purpose of disseminating research results.</p>

PERSON SPECIFICATION

Criteria	Essential	Desirable	How to be assessed
Qualifications, knowledge and experience	<p>PhD or equivalent professional qualifications and experience in electronic engineering or physics or related area</p> <p>Growing and consistent national reputation in electronics</p> <p>Track record of published research</p> <p>Detailed understanding and knowledge of experimentation and its management in areas of tribology or surface engineering or condition monitoring or sensing/data acquisition</p> <p>Experience of designing instrumentation systems</p>	<p>PhD in engineering</p> <p>Knowledge of surface science</p> <p>Experience of wear sensing</p> <p>Experience of analog circuit design</p> <p>Teaching at undergraduate level and contributing to teaching at postgraduate level</p>	CV
Planning and organising	<p>Proven ability to organise a range of high quality research activities to deadline and quality standards, ensuring plans complement broader research strategy</p>	<p>Able to build a research team</p> <p>Experience of working in multi-disciplinary teams</p>	Interview and CV
Problem solving and initiative	<p>Able to develop understanding of complex problems and apply in-depth knowledge to address them</p> <p>Able to develop original techniques/methods</p>		Interview and CV
Management and teamwork	<p>Able to supervise work of junior research staff, delegating effectively</p> <p>Able to formulate staff development plans, if appropriate</p> <p>Able to contribute to Academic Unit management and administrative processes</p> <p>Able to monitor and manage resources and budgets</p> <p>Work effectively in a team, understanding the strengths and weaknesses of others to help teamwork development</p>		Interview and CV
Communicating and influencing	<p>Communicate new and complex information effectively, both verbally and in writing, engaging the interest and enthusiasm of the target audience</p> <p>Able to present research results at group meetings and conferences</p> <p>Able to write up research results for publication in leading peer-viewed journals</p> <p>Work proactively with colleagues in other work areas/institutions, contributing specialist knowledge to achieve outcomes</p>		interview

Other skills and behaviours	Understanding of relevant Health & Safety issues Positive attitude to colleagues and students		interview
Special requirements	Able to attend national and international conferences to present research results		interview

JOB HAZARD ANALYSIS

Is this an office-based post?

<input type="checkbox"/> 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.
<input checked="" type="checkbox"/> 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			