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| Last updated: | <28/7/23> |

**JOB DESCRIPTION**

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| Post title: | **Consulting Engineer** |
| Academic Unit/Service: | ISVR Consulting  |
| Faculty: | FEE |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 4 |
| \*ERE category: | Enterprise pathway |
| Posts responsible to: | Manager of ISVR Consulting (6) |
| Posts responsible for: | N/A |
| Post base: | Office-based (75%) and Non Office-based (25%) |

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| Job purpose |
| To contribute to the successful delivery of consultancy projects under the supervision of a project leader. Consult effectively in own specialism and build client relationships. To contributing to the effective management and administration of Enterprise activities. |

| Key accountabilities/primary responsibilities | % Time |
| --- | --- |
|  | Carry out Enterprise activities such as consulting, applied research, service provision, trials and testing or other evaluation work (normally under supervision of a project leader). | 55 % |
|  | Consult effectively on own specialism directly with clients or other stakeholders external to the University; develop an area of specialism; may be responsible for peer-to-peer relationship management with client staff. | 10 % |
|  | Propose specifications/solutions to meet client and other stakeholder need, including pricing considerations. This can include taking a lead on specific technical offerings within a facility for enterprise clients. | 10 % |
|  | Contribute to income generation e.g. through contribution to developing and winning enterprise projects. | 10 % |
|  | Write and edit client confidential consultancy reports. | 10 % |
|  | Participate in impact and public engagement activities. | 2 % |
|  | Any other duties as allocated by the line manager following consultation with the post holder. | 3 % |

| Internal and external relationships |
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| * Unit manager: Line manager
* Other senior staff: Supervision of specific consultancy projects
* Other Unit staff, including technical and support staff: As required for the smooth functioning of the Unit as a team
* External clients
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| Special Requirements |
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| * Out of hours working is expected from time to time (offset by time in lieu)
* Occasional off site working is required
* Competing private consultancy work is not permitted.
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**PERSON SPECIFICATION**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | PhD or equivalent professional qualifications and experience.Detailed understanding and knowledge of acoustics and vibration.Detailed knowledge of noise and vibration sources on rail vehicles and their transmission mechanisms into the environment. | Membership of relevant professional body. | CVInterview |
| Planning and organising | Able to organise own consultancy activities to deadline and quality standards |  | Interview |
| Problem solving and initiative | Able to develop understanding of complex problems and apply in-depth knowledge to address themAble to develop original techniques/methods |  | Interview |
| Management and teamwork | Able to supervise work of junior staff, delegating effectivelyAble to contribute to Unit management and administrative processesWork effectively in a team, understanding the strengths and weaknesses of others to help teamwork development |  | Interview |
| Communicating and influencing | Communicate new and complex information effectively, both verbally and in writing, to customers. Work proactively with colleagues in other work areas/institutions, contributing specialist knowledge to achieve outcomes  | Able to write up research results for publication in leading peer-viewed journalsAble to present research results at group meetings and conferences | CVInterview |
| Other skills and behaviours | Understanding of relevant Health & Safety issuesPositive attitude to colleagues and students |  | Interview |
| Special requirements | Able to work occasional unsocial hours, including off-site.Able to attend national and international conferences to present research results |  |  |

**JOB HAZARD ANALYSIS**

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

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| [ ]  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. |
| [x]  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.

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| **ENVIRONMENTAL EXPOSURES** | **Occasionally** (<30% of time) | **Frequently**(30-60% of time) | **Constantly**(> 60% of time) |
| Outside work  |  X |  |  |
| Extremes of temperature (eg: fridge/ furnace) |  |  |  |
| ## Potential for exposure to body fluids |  |  |  |
| ## Noise (greater than 80 dba - 8 hrs twa) |  X |  |  |
| ## 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)  |  X |  |  |
| ## Use of latex gloves (prohibited unless specific clinical necessity) |  |  |  |
| ## Vibrating tools (eg: strimmers, hammer drill, lawnmowers)  |  |  |  |
| **PHYSICAL ABILITIES** |
| Load manual handling |  X |  |  |
| 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 |  X |  |  |
| Lone working |  X |  |  |
| ## Shift work/night work/on call duties  |  X |  |  |