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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 |

| 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. |

**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. | CV  Interview |
| 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 them  Able to develop original techniques/methods |  | Interview |
| Management and teamwork | Able to supervise work of junior staff, delegating effectively  Able to contribute to Unit management and administrative processes  Work 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 journals  Able to present research results at group meetings and conferences | CV  Interview |
| Other skills and behaviours | Understanding of relevant Health & Safety issues  Positive 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. |
| 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 |  |  |