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| Last updated: | 14/12/2022 |

**JOB DESCRIPTION**

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| Post title: | **Research Fellow** | | |
| School/Department: | Mathematical Sciences | | |
| Faculty: | Social Sciences | | |
| Career Pathway: | Education, Research and Enterprise (ERE) | Level: | 4 |
| \*ERE category: | Research pathway | | |
| Posts responsible to: | Professorial Research Fellow | | |
| Posts responsible for: |  | | |
| Post base: | Office-based | | |

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| Job purpose |
| Undertake research in accordance with the specified research project under the supervision of the academic supervisor. This position is funded via Adam Pound’s ERC Consolidator Grant/UKRI Frontier Research Grant. |

| Key accountabilities/primary responsibilities | | % Time |
| --- | --- | --- |
|  | Develop and carry out an area of personal research. | 50 % |
|  | Regularly disseminate findings by taking the lead in preparing publication materials for refereed journals, presenting results at conferences, or exhibiting work at other appropriate events. | 15 % |
|  | Investigate models and approaches to test and develop them. | 15 % |
|  | Collaborate/work on original research tasks with colleagues in other institutions. | 15 % |
|  | Any other duties as allocated by the line manager following consultation with the post holder. | 5 % |

| Internal and external relationships |
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| Direct responsibility to academic supervisor.  May have additional reporting and liaison responsibilities to external funding bodies or sponsors.  May be asked to serve on a relevant School/Department committee, for example research committee.  Collaborators/colleagues in other work areas and institutions. |

| Special Requirements |
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| 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**

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| Criteria | Essential | Desirable | How to be assessed |
| Qualifications, knowledge and experience | PhD or equivalent professional qualifications and experience in General Relativity  Detailed understanding and knowledge of gravitational self-force or related field.  Experience with Mathematica | PhD in gravitational self-force, black hole perturbation theory, or related field  Knowledge of numerical methods  Teaching at undergraduate level | Application, reference letters, CV, research statement, interview |
| Planning and organising | Able to organise own research activities to deadline and quality standards |  | Application, reference letters, 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 |  | Application, reference letters, research statement, 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 School/Department management and administrative processes | Reference letters, CV, interview |
| 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 |  | Application, reference letters, CV, research statement, interview |
| Other skills and behaviours | Understanding of relevant Health & Safety issues  Positive attitude to colleagues and students  Proactive in promoting a working environment that is inclusive and engaging; recognising the value diversity brings. |  | Reference letters, CV, interview |
| Special requirements | Able to attend national and international conferences to present research results |  | Interview, CV |

**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 |  |  |  |
| 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 |  |  |  |