Job Description

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Research Associate</th>
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<tbody>
<tr>
<td>Department/Division/Faculty:</td>
<td>Medicine / Infectious Diseases</td>
</tr>
<tr>
<td>Campus location:</td>
<td>St Mary’s (Paddington)</td>
</tr>
<tr>
<td>Job Family/Level:</td>
<td>Research / Research Associate</td>
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Candidates who have not yet been officially awarded their PhD will be appointed as a Research Assistant within the salary range £34,397 - £37,486 per annum.

Key Working Relationships (internal): Members of the research group and the wider Imperial College community

Key Working Relationships (external): Professor Helen Sang, Dr Mike McGrew, Roslin Institute, UK. Dr Holly Shelton, Pirbright Institute, UK.

Contract type: Full time, fixed term

Purpose of the Post

The post is funded by BBSRC and is a joint effort with colleagues at the Roslin Institute and Pirbright Institute.

The person appointed will carry out a research programme to investigate the role of ANP32A in the replication of avian Influenza virus in chicken cells.

The appointee will develop and employ a novel deep mutational screen to identify those regions of host factor ANP32A that are essential for supporting influenza virus but that might have little impact on the host functions of the proteins.

They will also be required to collaborate closely with the other institutes, engaging in frequent communications and some visits. In addition, he/she will be expected to make presentations at national and international meetings, submit publications to refereed journals, to help supervise undergraduate and postgraduate students within the team and to contribute to applications to attract external research funding.

The appointee will work within the Barclay laboratory to carry out a research programme in molecular virology, undertake project management and supervise students. In addition, they will be expected to submit publications to refereed journals, attend national and international meetings and conferences and to contribute to writing new grants aimed at attracting additional external research funding.

Key Responsibilities

Research Duties

- To take initiatives in the planning of research
- To direct the work of small research teams
- To identify and develop suitable techniques, and apparatus, for the collection and analysis of data
- To conduct data analysis
- To ensure the validity and reliability of data at all times
- To maintain accurate and complete records of all findings
- To write reports for submission to research sponsors
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- To present findings to colleagues and at conferences
- To submit publications to refereed journals
- To provide guidance to other staff and students
- To attend relevant workshops and conferences as necessary
- To develop contacts and research collaborations within the College and the wider community
- To promote the reputation of the Group, the Department and the College
- To provide guidance to PhD and masters Students
- Contribute to bids for research grants
- To conduct and plan own scientific work with appropriate supervision.
- To maintain highly organised and accurate record of experimental work.
- To actively participate in the research programme of the Group and Unit
- To publish in high quality journals and to present data at national and international meetings.
- To participate in Group/Unit research meetings and internal seminars.
- To collaborate with other allied scientists within Imperial College and elsewhere in London the UK and abroad.
- To contribute to the smooth running of the Group’s/Unit’s laboratories and, facilities with other scientists, clinicians, technicians and students within the laboratories.
- Assist in the supervision of undergraduate and postgraduate research students and research assistants as required.
- To comply with the College, Division, and Unit safety practices and to attend courses on safety when appropriate.
- Any other duties as may be deemed reasonable by Head of group as well as Head of Division/Department/Section.

Other Duties

- To undertake appropriate administration tasks
- To drive project management of the project
- To be responsible for ensuring that shared data is accurate, up-to-date and complete.
- To attend relevant meetings
- To undertake any necessary training and/or development
- Any other duties commensurate with the grade of the post as directed by line manager / supervisor

Person Specification

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Essential (E)/ Desirable (D)</th>
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<tbody>
<tr>
<td>Education</td>
<td></td>
</tr>
<tr>
<td>At Research Assistant level: MSc in Molecular Virology or a closely related discipline, or equivalent research, industrial or commercial experience</td>
<td>E</td>
</tr>
<tr>
<td>At Research Associate level: PhD in Molecular Virology or a closely related discipline, or equivalent research, industrial or commercial experience</td>
<td>E</td>
</tr>
<tr>
<td>Experience</td>
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<tr>
<td>Knowledge of molecular biology and in particular molecular virology</td>
<td>E</td>
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<tr>
<td>Knowledge of research methods and statistical procedures</td>
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<tr>
<td>Practical experience within a research environment and / or publication in relevant and refereed journals</td>
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<tr>
<td>Practical experience in a broad range of techniques including genetic manipulation, cell culture, and work with infectious agents in suitable containment laboratories</td>
<td>E</td>
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Computer literate with a good knowledge of different computer programs with experience in data presentation and statistical analyses  | E
---|---
Experience with the use of imaging software would be advantageous  | D
Experience of laboratory work with animals  | D

**Skills & Abilities**

| Ability to conduct a detailed review of recent literature  | E |
| Ability to develop and apply new concepts  | E |
| Creative approach to problem-solving  | E |
| Excellent verbal communication skills and the ability to deal with a wide range of people  | E |
| Excellent written communication skills and the ability to write clearly and succinctly for publication  | E |
| Ability to direct the work of a small research team and motivate others to produce a high standard of work  | E |
| Ability to organise own work with minimal supervision  | E |
| Ability to prioritise own work in response to deadlines  | E |
| Advanced computer skills, including word-processing, spreadsheets and the Internet  | E |
| Willingness to work as part of a team and to be open-minded and cooperative  | E |
| Good time keeping  | E |
| Flexible attitude towards work  | E |
| Discipline and regard for confidentiality and security at all times  | E |
| Willingness to work out of normal working hours (including weekends) if the requirements of the project demand  | E |
| Willingness to undertake any necessary training for the role  | E |
| Willingness to travel both within the United Kingdom and abroad to conduct research and attend conferences  | E |
| Eager to be involved in communication of science to the public  | D |

Please note that job descriptions cannot be exhaustive and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities.

Imperial College is committed to equality of opportunity and to eliminating discrimination. All employees are expected to follow the **7 Imperial Expectations** detailed below:

1. Champion a positive approach to change and opportunity
2. Encourage inclusive participation and eliminate discrimination
3. Communicate regularly and effectively within and across teams
4. Consider the thoughts and expectations of others
5. Deliver positive outcomes
6. Develop and grow skills and expertise
7. Work in a planned and managed way

Employees are also required to comply with all College policies and regulations paying special attention to:

- Confidentiality
- Conflict of Interest
- Data Protection
- Equal Opportunities
- Financial Regulations
- Health and Safety
- Information Technology
- Smoking
- Private Engagements and Register of Interests
- Smoking

They must also undertake specific training and assume responsibility for safety relevant to specific roles, as set out on the [College Website Health and Safety Structure and Responsibilities](http://www.imperial.ac.uk) page.

*The College is a proud signatory to the San-Francisco Declaration on Research Assessment (DORA), which means that in hiring and promotion decisions, we evaluate applicants on the*
quality of their work, not the journal impact factor where it is published. For more information, see [https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-evaluation/](https://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-evaluation/)

The College believes that the use of animals in research is vital to improve human and animal health and welfare. Animals may only be used in research programmes where their use is shown to be necessary for developing new treatments and making medical advances. Imperial is committed to ensuring that, in cases where this research is deemed essential, all animals in the College’s care are treated with full respect, and that all staff involved with this work show due consideration at every level. [http://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-integrity/animal-research/](http://www.imperial.ac.uk/research-and-innovation/about-imperial-research/research-integrity/animal-research/)

Committed to equality and valuing diversity, we are an Athena SWAN Silver Award winner, a Stonewall Diversity Champion, a Disability Confident Employer and work in partnership with GIRES to promote respect for trans people.