Queen Mary
University of London



Job pack

Message from the President and Principal



Thank you for your interest in this role and in Queen Mary University of London. Working at Queen Mary means being part of a unique, world-class global University with a long, proud and distinctive history.

Our founding institutions, the London Hospital Medical College, St Bartholomew's Medical College, Westfield College and Queen Mary College, were founded to provide hope and opportunity for the less privileged and otherwise under-represented.

Today, we remain true to the vision of our founders by continuing to improve lives locally, nationally and internationally through the seamless combination of our world-leading strengths in education and research.

The Queen Mary community – our staff, students and alumni – is the heart and soul of our University. We are proud to provide an inclusive and nurturing environment so that staff and students from all backgrounds can develop, flourish and achieve their full potential.

I look forward to welcoming you to our unique University and working with you to realise our ambitions.

Professor Colin Bailey, President and Principal

qmul.ac.uk

Our strategy 2030

In 2019, Queen Mary University of London launched a bold new Strategy with the vision to open the doors of opportunity. By 2030, we will be the most inclusive university of its kind, anywhere. We are doing this by building on our existing cultural diversity to create a truly inclusive environment, where students and staff flourish, reach their full potential and are proud to be part of the University. Continuing our long tradition of commitment to public good, we will generate new knowledge, challenge existing knowledge, and engage locally, nationally and internationally to create a better world.

We have five core values that will help us to reach this goal:

We are **inclusive**, supporting talented students and staff regardless of their background, and engaging with our local and global communities.

We are **proud** of the difference we can all make when we work collectively.

We are **ambitious**, fostering innovation and creativity, disrupting conventional thought, and responding with imagination to new opportunities.

We are **collegial**, promoting a strong community through openness, listening, understanding, co-operation and co-creation.

We are **ethical,** acting with the highest standards, and with integrity, in all that we do.

To enable our staff to flourish and to reach their full potential throughout their employment at Queen Mary, we offer a range of benefits:

Staff benefits

- Annual leave – the full-time annual leave annual entitlement is 30 working days (not including bank holidays).
- Season ticket loan scheme
- Pension scheme
- Reward and recognition schemes
- Staff Networks
- Cycle to work scheme
- Qmotion sport fitness centre
- Employee Assistance Programme
- Family friendly policies
- Flexible working practices

Job details	
Job title	Research Assistant
School/Dept/Institute Centre/Faculty	School of Engineering and Materials Science
Reports to	Principal Investigator
Grade and salary	Grade 4 (£39,187-£39,802 per annum)
Hours per week	Full Time
Appointment period	Fixed Term for 12 months
Current location	Mile End
Work activity type	Research only

Job description

Job context

The School of Engineering and Materials Science (SEMS) is a large, research-intensive School within the Faculty of Science and Engineering, comprising over 100 academic staff and a vibrant community of approximately 1,700 undergraduate and taught postgraduate students, alongside more than 150 PhD researchers. The School is supported by a dedicated team of administrative and technical professionals, creating a strong and collaborative higher education environment.

SEMS is part of Queen Mary University of London, one of the UK's leading research-intensive universities, recognised for delivering world-class education and impactful research. The School offers a dynamic and interdisciplinary research culture, ranked 7th overall in the UK for research excellence in REF2021, and 2nd nationally for world-leading research outputs.

With more than £35 million invested in recent years, SEMS benefits from extensive state-of-the-art experimental and computational facilities, supporting research and teaching across a broad range of engineering and materials science disciplines. Following a recent education review, the School is further strengthening its undergraduate and postgraduate provision, with a strong emphasis on skills development, professional practice, and the education of future professional engineers.

Job purpose

To undertake research investigations in collaboration with and under the supervision of the Principal Investigator in order to realise the objectives and development of the research programme into the Innovate UK project in Farming Innovation Programme: Feasibility Round 4.

Main duties and responsibilities

1. Responsible, under the general guidance of the PI, for undertaking the programme of work.

2. Prepare reports of appropriate research results for public presentation through seminars and conferences. Contribute to writing papers summarising research findings for publication in peer-reviewed journals (of high international standing where possible). Contribute to other reports where possible.

3. Comply with any requirements of the awarding authority.

4. Conduct empirical research as required by the research programme.

5. Maintain appropriate databases and keep accurate written and computerised records and to ensure that these records are stored in a secure place, and to maintain confidentiality of all electronically stored personal data in line with the provisions of the Data Protection Act.

6. To attend and participate in the School academic activities.

7. To show a professional attitude to matters of laboratory hygiene, organisation and safety, and to observe and to take an active role in fulfilling all statutory health and safety regulations.

8. The duties of the post outlined above are not exhaustive, and the postholder will be expected to be co-operative and flexible, undertaking such administrative and other duties as may from time to time be reasonably expected of a member of research grade staff in a university.

9. Make research initiatives and original contributions to the research programme wherever possible, and to contribute freely to the team research environment in a manner conducive to the success of the research project as a whole.

10. Monitor research findings with a view to commercial exploitation, and to inform the Head of School (or line manager, as appropriate) and Head of Innovation & Enterprise of any appropriate novel research outcomes.

11. Assist in the supervision of student projects, as necessary.

12. Work with external and internal collaborators as agreed with the PI, providing, receiving and presenting complex information.

General:

1. Deal with projects in a professional manner using judgement and discretion and comply with school health & safety policies, local rules and standard operating procedures; ensure that appropriate risk assessment procedures are followed and documented.

2. Comply with relevant University policies and regulations with due regard to financial matters, harassment, equal opportunities, public interest disclosure, health and safety, intellectual property and patenting, data protection or any other rules, regulations or codes binding on the member of staff.

3. Undertake and successfully complete mandatory training as required by the School and participate in the University Appraisal Scheme and demonstrate a commitment to continuing professional development; These duties will be subject to review in line with the changing requirements of the School or University, and with the development needs of the postholder as identified through regular review/appraisal processes.

The above list of responsibilities is not exhaustive and the jobholder may be required to undertake other duties commensurate with the level of the role, as reasonably requested by their line manager.

This job description accurately reflects the duties and responsibilities of the role at the time the job description was written. These duties and responsibilities may change over time without significantly impacting on the character of the role, the overall level of responsibility, or its grade.

Depending on strategic or operational needs, the jobholder may in the future be required to work for another existing or new organisational unit and/or at a different site within Queen Mary. This may be on a temporary or indefinite basis and may involve a change in line management and / or regularly working at more than one site.

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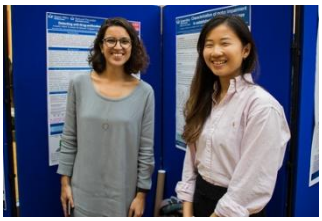
Queen Mary University of London

Person specification

This table lists the essential and desirable requirements needed in order to perform the job effectively. Candidates will be shortlisted based on the extent to which they meet these requirements.

Essential: Requirements without which the job could not be done.
Desirable: Requirements that would enable the candidate to perform the job well.

Qualifications	Essential	Desirable
MSc in Artificial Intelligence, Machine Learning, Computer Science, Data Science, or a closely related subject.	☒	☐
PhD degree in or a related topic [Don't need a PhD Degree]	☐	☐
Experience/Knowledge		
Experience with conducting research, understanding the research process and summarising findings	☒	☐
Experience in writing academic papers in topics related to the area of research on this project.	☒	☐
Knowledge in Computer coding/modelling, Aritificial Intelligence/Machine Learning	☒	☐
Good understanding of The use of computer modelling/AI/Machine Learning in Agriculture	☒	☐
Skills/Abilities		
Ability to organise and prioritise own work and organise research within the project timetable	☒	☐
Ability to prepare project deliverable reports and publish peer-reviewed papers	☒	☐
Demonstrable ability to work independently and as part of a team	☒	☐
Ability to maintain accurate and up to date records	☒	☐
Good communication (written & verbal) and interpersonal skills	☒	☐
Good general programming skills	☒	☐
Good presentation skills	☒	☐
Good technical writing skills	☒	☐
Other		
Self-motivated and hardworking	☒	☐
Willingness to work flexibly in order to achieve project demands	☒	☐
*The ability to meet UK 'right to work' requirements.	☒	☐





* The University has a legal responsibility to ensure that all potential employees can provide documentary evidence of their legal right to work in the UK prior to commencing employment. Candidates shortlisted for interview will be ask to bring their passport or another acceptable form of evidence to verify their right to work.

Visa Sponsorship

For those who do not have a right to work in the UK, the University is a UKVI licensed sponsor and is able to issue a Certificate of Sponsorship (CoS) to successful candidates who are offered skilled roles and meet the eligibility criteria. The CoS enables candidates to apply for a Skilled Worker visa. Further information on the Skilled Worker visa can be found via: www.gov.uk/skilled-worker-visa

Global Talent Visa Route

The Global Talent visa is an alternative route to sponsorship, directly applied for by the applicant. It is open to those wishing to work in the UK and who are a leader or potential leader in the fields of academia or research, arts and culture, and digital technology. Further information on the Global Talent Route can be found via: https://www.gov.uk/global-talent

For additional information on both visa sponsorship and non-sponsorship visa routes, please visit the UK Visas and Immigration website: https://www.gov.uk/browse/visas-immigration/work-visas

Academic Technology Approval Scheme (ATAS)

Academics and Researchers applying for Skilled Worker visas and Sponsored Researchers applying for Government Authorised Exchange visas who will be undertaking research activities, at PhD level or above, in the one of the ATAS listed subject areas will be required to obtain an ATAS certificate before they can apply for a visa to work in the UK.

Exemptions will exist for nationals from the EEA, Australia, Canada, Japan, New Zealand, Singapore, South Korea, Switzerland and USA and those applying for Global Talent Visas. For further information on this, please visit the UK Visas and Immigration website: https://www.gov.uk/guidance/find-out-if-you-require-an-atas-certificate






EDI Initiatives

Queen Mary is committed to advancing Equality, Diversity and Inclusion (EDI). We hold a Silver Institutional Athena SWAN award for advancing gender equality and champion a number of EDI initiatives across the University. We also offer a number of development programmes including Springboard, Aurora and B-MEntor. We are committed to championing EDI relating to all protected characteristics and other underrepresented and marginalised groups under the Equality Act 2010. We offer 'Introducing Inclusion' training for staff to give them an understanding of EDI related issues and provide them with the tools needed to champion inclusivity and embed best inclusive practice in all the work they do. EDI is built into everything we do at Queen Mary, and is championed through a well-established governance structure. If you are interested in learning more about Equality, Diversity and Inclusion at Queen Mary and how to get involved then please contact hr-equality@qmul.ac.uk.

Flexible working:

Queen Mary is proud of the diversity of its staff and students. We encourage inclusive practices in everything that we do, to ensure that everyone who works here feels valued and enabled to have a positive working experience. We are therefore open to considering applications from candidates wishing to work flexibly, balanced against business need. Our Flexible Working Policy includes examples of some of the flexible working arrangements that could be considered. If you feel that this is something that may be of benefit to you, please do ask.

Family Friendly Policies:

Queen Mary recognises the commitments that staff have to their family and the importance of work-life balance. To support this Queen Mary offers a range of family friendly policies with enhanced rates of pay available for family-related leave, following a qualifying period of service.

Further Information

Details about the school can be found at:

https://www.sems.qmul.ac.uk/

Informal enquiries should be made to:

Name: Dr M Hasan Shaheed

Email: m.h.shaheed@qmul.ac.uk

General Information

Please note that we advertise our salaries on a range to indicate the trajectory of progression that can be made. Appointments are usually made at the start of the salary range. The Queen Mary salary structure includes automatic pay progression within the published grades, subject to service, funding and performance. In addition to this, there are performance related annual pay review schemes in place

