



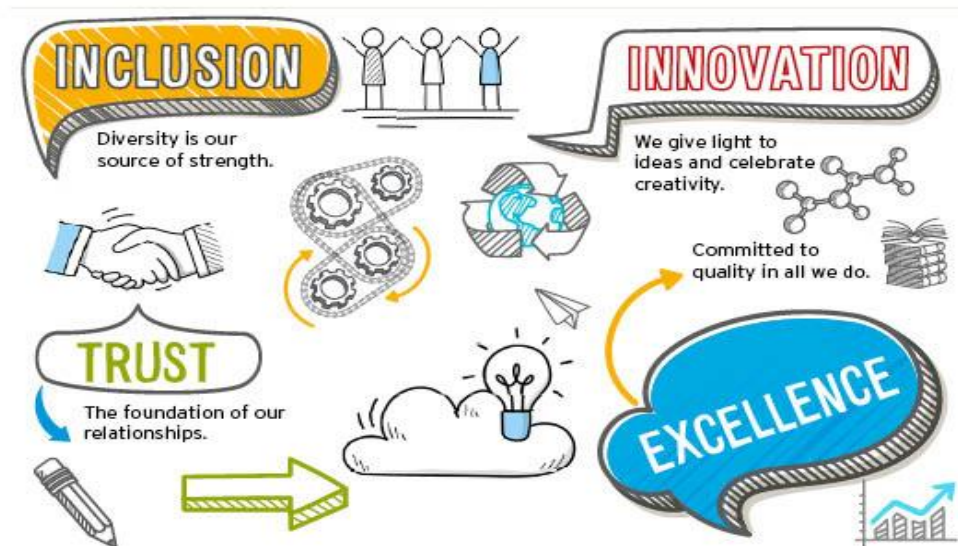
## Brief summary of the role

Role title:	Research Assistant
Grade:	7
Faculty or Directorate:	Faculty of Engineering and Digital Technologies
Service or Department:	Polymer IRC
Location:	Main Campus
Reports to:	Prof P D Coates
Responsible for:	n/a
Work pattern:	Full time, normal office hours

## About the University of Bradford

### Values

At the University of Bradford, we are guided by our core values of Excellence, Trust, Innovation, and Inclusion. These values shape our approach and our commitment to making diversity, equity, and inclusion part of everything we do – from how we build our curriculum to how we build our workforce. It is the responsibility of every employee to uphold the university values.



### Equality, Diversity, and Inclusion (EDI)

At the University of Bradford, we are guided by our core values of Excellence, Trust, Innovation, and Inclusion. These values shape our approach and our commitment to making diversity, equity, and inclusion at the heart of everything we do.

We foster a work environment that's inclusive as well as diverse, where staff can be themselves and have the support and adjustments to be successful within their role.

We are dedicated to promoting equality and inclusivity throughout the university and have established several networks where individuals can find support and safe places fostering a sense of belonging and acceptance. We are committed to several equality charters such as Athena Swan, Race Equality Charter, Disability Confident and Stonewall University Champions Programme.

## Health, safety, and wellbeing

Health and Safety is a partnership between employee and employer each having responsibilities, as such all employees of the University have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions.

It is the responsibility of all employees that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.

Managers should note they have a duty of care towards any staff they manage; academic staff also have a duty of care towards students.

All colleagues will need to ensure you are familiar with any relevant Health and Safety policies and procedures, seeking advice from the Central University Health and Safety team as appropriate.

We are registered members of the University Mental Health Charter. This visibly demonstrates our commitment to achieving cultural change in student and staff mental health and wellbeing across the whole university, whilst supporting the vision of our People Strategy to create a culture and environment of transformational diversity, inclusion and social mobility, creating a place where our values come to life and are evident in our approach.

## Information governance

Employees have a responsibility for the information and records (including student, health, financial and administrative records) that are gathered or used as part of their work undertaken for the University.

An employee must consult their manager if they have any doubts about the appropriate handling of the information and records with which they work.

All employees must always adhere to data protection legislation and the University's policies and procedures in relation to information governance and information security.

Employees will be required, when and where appropriate to the role, to comply with the processing of requests under the Freedom of Information Act 2000.

## Criminal record disclosures and working with vulnerable groups

Depending on the defined nature of your work and specialist area of expertise, the University may obtain a standard or enhanced disclosure through the Disclosure and Barring Service (DBS) under the Rehabilitation of Offenders Act 1974.

All employees of the University who have contact with children, young people, vulnerable adults, service users and their families must familiarise themselves, be aware of their responsibilities and adhere to the University's policy and Safeguarding Vulnerable Groups Act 2006.

The University is committed to protect and safeguard children, young people and Vulnerable Adults.

Suitable applicants will not be refused positions because of criminal record information or other information declared, where it has no bearing on the role (for which you are applying) and no risks have been identified against the duties you would be expected to perform as part of that role.

## Role holder: essential and desirable attributes

### Qualifications

<b>Essential</b>	<ul style="list-style-type: none"> <li>• Degree or equivalent qualifications or experience in an area related to the research</li> </ul>
<b>Desirable</b>	<ul style="list-style-type: none"> <li>• Masters degree in materials engineering or science</li> </ul>

### Experience, skills, and knowledge

<b>Essential</b>	<ul style="list-style-type: none"> <li>• Experience of experimental operations for processing and/or testing of materials</li> <li>• Experience of analysing experimental data</li> <li>• Experience of reporting experimental findings</li> <li>• Relevant recent experience in materials processing and/or testing</li> <li>• Ability to work in teams and with visiting researchers from the sponsoring company</li> </ul>
<b>Desirable</b>	<ul style="list-style-type: none"> <li>• Experience of experimental operations for processing and/or testing of polymers</li> </ul>

### Personal attributes

<b>Essential</b>	<ul style="list-style-type: none"><li>• Commitment to engage with and contribute actively to the aim and objectives of the Faculty and University</li><li>• Commitment to engage in positive working relationships</li><li>• Understanding of the University's commitment to Equality and Diversity</li><li>• Committed to continuing personal/professional development</li><li>• Willing to travel internationally</li><li>• Ability to deal with cultural sensitive, complex issues.</li></ul>
<b>Desirable</b>	<ul style="list-style-type: none"><li>•</li></ul>

## Main purpose of the role

- To undertake experimental studies in the solid phase orientation of polymers to enhance their physical properties, for which we have a leading track record and facilities.

Main requirements are:

- Experimental skills to undertake processing of polymers in the solid phase and characterisation of the physical properties of oriented polymer products.
- Ability to analyse and present experimental results clearly.
- Ability to work in teams in our laboratory, and with visiting researchers from the company.
- Excellent communication and organisational skills are required, including timely reporting of experimental findings and their significance.

## Main duties and responsibilities

*Note: The list below may vary to include other reasonable requests (as directed by university management) which do not change the general character of the job or the level of responsibility entailed*

1. Undertake processing of polymers in the melt and solid phase, including initial billets of polymer and the subsequent solid phase processing of these
2. Characterise the physical properties of initial polymer materials and oriented polymer products using a range of mechanical, rheological, structural and thermal techniques
3. Be a well-motivated team member, working with our laboratory team, and with visiting researchers from the company who will undertake experimental work in the same area,
4. Organise experimental and reporting activities required for the project in a timely manner, including assisting with laboratory planning for the use of facilities and people
5. Deliver the programme R&D milestones on time
6. To analyse and present experimental results clearly in internal meetings,





7. To provide timely reporting of experimental findings and their significance, including in meetings with the sponsoring company in online meetings and potentially at the company research centre in Beijing.
8. Keep abreast of new developments in polymer processing, especially in the solid phase
9. Ensure an excellent working environment in the IRC Laboratories including necessary laboratory documentation, equipment maintenance and validation
10. Ensure that health and safety regulations are complied with for all of the experimental studies
11. Contribute to the preparation of further proposals and applications to external bodies, e.g. for funding and contractual purposes
12. Prepare scientific information for potential research publications
13. Contribute as required to project management
14. You will also from time to time be required to undertake other duties of a similar nature as reasonably required by the Director of the Polymer IRC