

**Job Description: Research Assistant**

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| **Faculty:** | ***Science and Engineering*** |
| **Department/Subject:** | ***Department of Sports and Exercise Sciences*** |
| **Salary:** | *Grade 7: £32,982 to £37,099 per annum* |
| **Hours of work:** | ***0.5 FTE*** |
| **Number of positions:** | ***1*** |
| **Contract:** | **This is a fixed term position until 31/03/25**  |
| **Location:** | **This position will be based at the Bay Campus** |

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| **Main Duties**  | 1. Working on research that investigates the impact of different forms of vitamin supplementation with a food product supplement on bioavailability within humans. The successful stakeholder will need an excellent knowledge and demonstrable experience with:
* Local ethical approvals, sponsor management and trial registrations
* Operating in a laboratory research facility
* Working with human participants in a human laboratory setting
* Participant recruitment strategies
* Safely taking blood samples
* Processing blood samples for analysis and perform key variable analysis.
1. Responsibility for analysing and reporting data.
2. Performing advanced statistical analyses
3. Presenting results at conferences
4. Writing quality scientific papers
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|  | 1. Pro-actively contribute to and conduct research, including gather, prepare and analyse data, generate original ideas and present results.
2. Prepare reports, draft patents and papers describing the results of the research, both confidential and for publication.
3. Be self-motivated, apply and use their initiative, aiming to determine suitable ways to tackle challenges and seeking guidance when needed.
4. Interact positively and professionally with other collaborators and partners within the Faculty and elsewhere in the University and beyond as appropriate such as in industry/commerce, public organisations, hospitals and academia.
5. Contribute to Faculty organisational matters in order to help it run smoothly and to help raise its external research profile.
6. Keep informed of developments in the field in technical, specific and general terms and their wider implication for the discipline area, commercial applications and the knowledge economy.
7. When requested act as a representative or member of committees, using the opportunity to extend their own professional experience.
8. Demonstrate and evidence own professional development, identifying development needs with reference to the Vitae Researcher Development Framework, particularly with regard to probation, PDR and participation in training events.
9. Maintain and enhance links with the professional institutions and other related bodies.
10. Observe best-practice protocols in maintenance and retention of research records as indicated by HEI and Research Councils records management guidance.  This includes ensuring project log-book records are deposited with the University/Principal Investigator on completion of the work.
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| **General Duties** | 1. To promote equality and diversity in working practices and maintain positive working relationships.
2. To conduct the job role and all activities in accordance with safety, health and sustainability policies and management systems, in order to reduce risks and impacts arising from the work activity.
3. To ensure that risk management is an integral part of any decision making process, by ensuring compliance with the University’s Risk Management Policy.
4. Any other duties as agreed by the Faculty / Directorate / Service Area.
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| **Person Specification** | **Essential criteria:** 1. A MSc (by research) or a PhD in human nutrition science, human metabolism, human biology/physiology, exercise science), or near its completion
2. Evidence of the ability to actively engage in and contribute to writing and publishing research papers, particularly for refereed journals.
3. A demonstrable ability to conduct research in line with the objectives of the project.
4. Evidence of planning skills to contribute to the research project.
5. Experience in biochemical analysis using EIAs or HPLC/mass spectrometry etc
6. A commitment to continuous professional development

**Welsh Language:** *(Delete as applicable)*Level 1 – ‘a little’ (you do not need to be able to speak any Welsh to apply for this role)*e.g. pronounce Welsh words, place names, department names. Able to answer the phone in Welsh (good morning / afternoon). Able to use of learn very basic every-day words and phrases (thank you, please, excuse me). Level 1 can be reached by completing a one-hour training course.*For more information about the Welsh Language Levels please refer to the Welsh Language Skills Assessment web page, which is available [here](https://www.swansea.ac.uk/welsh-language-standards/compliance/recruitment/).**Desirable Criteria**1. A PhD in human nutrition science, human metabolism, human biology/physiology, exercise science), or near its completion Experience engaging with external partners to secure funding for projects
2. Experience writing grant proposals
3. A commitment to continuous professional development and the willingness and ability to keep up to date with changes in regulations
4. Knowledge of Clinical Health and Safety procedures
5. Good Clinical Practice (GCP) training
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| **Additional Information** | **A satisfactory DBS certificate must be provided before a start date can be confirmed** |

  