

JOB DESCRIPTION

Job Title: Post Doctoral Research Assistant

Grade: AC1

Department: Faculty of Engineering & Science, School of Science

Responsible to: Lecturer in Pharmaceutical Science

Responsible for: N/A

Key Contacts: Head of School of Science, Associate Head of School - Research & Knowledge Exchange (SCI), Professor of Synthetic Electrochemistry

Standard Occupational Classification (SoC code): TBC

Non-Contractual Nature of Role Profile: This role profile is non-contractual and provided for guidance. It will be updated and amended from time to time in accordance with the changing needs of the University and the requirements of the job.

PURPOSE OF ROLE

To main purpose of the role is to conduct high quality research and enterprise in the area of Chemotherapy Induced Alopecia. The person appointed will be expected to:

- Engage in research and enterprise in the area of nanoparticle formulation and testing area and in so doing contribute to the research profile of the School of Science and to the 2028/2029 REF submission of the Translational Dermal & Follicular Drug Delivery Research Group.
- Contribute to the delivery of some high quality, innovative and effective research and knowledge exchange.
- Contribute to the effective operation of the Research Group and any associated facilities.

KEY ACCOUNTABILITIES

Team Specific:

- Engage in subject specific research leading to the publication and/or dissemination of original work.
- Contribute to the research profile of the academic unit.
- Undertake defined research and/or enterprise activities under the leadership of the principal investigator.

- Support the development of funding bids which contribute to the acquisition of internal and external resources to fund research and/or enterprise.
- Support the disseminate research and enterprise findings at national conferences and symposia.
- Engage with the national or regional public/cultural sectors/business, industry/professional bodies in relation to research or enterprise.
- Support the supervision of PGR students.
- Supervise undergraduate and masters research projects if requested.
- Proactive contribution to research group/department/school plans, activities and efficient working practices.
- Promote your work and represent your discipline and the work of the University internally and externally.
- Contribute to the continuous improvement of the student experience.
- Effective cross working with Professional Services to support students.
- Support relationship management and engagement with key national or regional public/cultural sectors/business, industry/professional bodies in relation to research and/or enterprise.

Generic:

- Assist the Translational Dermal & Follicular Drug Delivery Research Group in achieving the School's KPIs.
- Contribute to School of Science plans, activities and efficient working practices.
- Contribute to achieving the University's mission of Education Without Boundaries and values (Inclusive, Collaborative, Impactful) through engagement with University initiatives.
- Promote your work and represent your discipline and the work of the University internally and externally, and take a proactive approach to ethical, good practice.

Managing Self:

- Keep abreast of developments within the field and seek continuous improvement of own professional practice.
- Actively participate in established professional development framework activities.
- Behave in a manner which reflects the University values and creates a positive environment for work and study.

Core Requirements:

- Adhere to the University's policies on Equality, Diversity and Inclusion and Information Security.
- Ensure compliance with Health & Safety, Data Protection and Equality Legislation.

- Adhere to the university's Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, reflecting the shared responsibility of minimising the university's negative environmental impacts wherever possible.
- Adhere to current legal requirements and best practice relating to digital content and accessibility, including Web Content Accessibility Guidelines when creating digital content.

Additional Requirements:

Undertake any other duties as requested by the line manager or appropriate senior manager, commensurate with the grade.

This is a professional, demanding role within a complex organisation with an ambitious strategic plan and agenda for change. The role holder will be expected to show flexibility in working arrangements, including working hours, to ensure that the Research Group delivers the required level of research output.

Freedom of speech and academic freedom:

In any matter falling under this job description, the university will have particular regard to, and place significant weight on, the importance of freedom of speech within the law, academic freedom and tolerance for controversial views in an educational context or environment. The University's commitments to freedom of speech and academic freedom are set out in the [Freedom of Speech Code of Practice](#). In the event of any conflict between this job description and the Freedom of Speech Code of Practice, the Freedom of Speech Code of Practice will take precedence.

KEY PERFORMANCE INDICATORS:

Performance Indicators will be established in consultation with the Head of School as part of the post-holder's annual Appraisal and Professional Development Review.

KEY RELATIONSHIPS (Internal & External):

- Associate Head of School - Research & Knowledge Exchange (SCI)
- Professor of Synthetic Electrochemistry
- Reader of Drug Delivery and Membrane Trafficking
- Associate Professor – TLF School Of Biosciences and Chemistry (Sheffield Hallam University)
- Paxman Scalp Cooling

PERSON SPECIFICATION

EXPERIENCE:

Essential Criteria

- Experience in the formulation and characterisation of nanoparticle systems, including nanostructured lipid carriers (NLCs), liposomes, and polymeric nanoparticles
- Understanding of drug delivery to skin and/or hair follicles, including considerations of stability, encapsulation efficiency, and controlled release
- Knowledge of skin permeation and deposition studies, particularly *ex-vivo* models relevant to transdermal or follicular delivery
- Experience in analytical method development and validation, particularly using high-performance liquid chromatography (HPLC)
- Cell culture experience
- Familiarity with microfluidic approaches for nanoparticle fabrication
- Proficiency in CAD design and 3D printing
- Proficiency in physicochemical characterisation techniques, including transmission electron microscopy (TEM), dynamic light scattering (DLS), and rheological analysis
- Experience in the development and optimisation of hydrogel-based drug delivery systems

Desirable Criteria

- Awareness of external funding for research.
- Author or co-author of research published in peer reviewed journals or conference proceedings.
- Supervision of undergraduate/ postgraduate research students.
- Student care and pastoral provision.
- Dissemination of research and/or enterprise findings at conferences or symposia.
- Engagement with national or regional public/cultural sectors/business/industry/professional bodies in respect of research.
- Ability to both work independently and (where appropriate) as part of a team.
- Effective communication skills Outstanding organisational, IT communication and interpersonal skills.
- Experience working at the interface of pharmaceutical sciences, nanomedicine, or biomaterials.

QUALIFICATIONS:**Essential Criteria**

- PhD in Pharmaceutical Science or related field.

Desirable Criteria

- Undergraduate or Master's degree in a relevant field.

PERSONAL ATTRIBUTES:**Essential Criteria**

- We are looking for people who can help us deliver the [values](#) of the University of Greenwich: Inclusive, Collaborative and Impactful.

Desirable Criteria

- N/A