

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Chemistry Research Assistant</b>	<b>Grade:</b>	<b>SP7</b>
<b>Department:</b>	<b>School of Science Faculty of Engineering and Science</b>	<b>Date of Job Evaluation:</b>	<b>1.2.23</b>
<b>Role reports to:</b>	<b>Project Supervisors</b>		
<b>Direct Reports</b>			
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:** The role holder will follow procedures in organic synthesis of pharmaceutically relevant natural product analogues – including synthesis of peptide mimics for structure-biological activity relationship (SAR) studies, contributing to ongoing projects of the two supervisors.

### KEY ACCOUNTABILITIES:

#### Team Specific:

To maintain good collegiate relations with fellow lab users and constant communication with supervisors.

#### Generic:

- To follow written organic synthesis procedures provided with a progressively developing degree of independence.
- To record a reproducible log of experiments conducted and results obtained
- To periodically present and discuss results at informal group meetings.

#### Core Requirements:

- Adhere to and promote the University's policies on Equality, Diversity and Inclusion and Information Security;
- Ensure compliance with Health & Safety and Data Protection Legislation;
- Support and promote the university's Sustainability policies, including the Carbon Management Plan, and carry out duties in a resource efficient way, recognising 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 School of Science delivers the required level of service and research output.

**KEY PERFORMANCE INDICATORS:**

Regular presentations of progress with Supervisors.  
Production of written records of experiments conducted.

**KEY RELATIONSHIPS (Internal & External):**

Project Supervisors. Laboratory technicians. Researchers.

<b>PERSON SPECIFICATION</b>	
<b>Essential</b>	<b>Desirable</b>
<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>BSc level experience in some simple organic chemistry procedures.</li> </ul> <p><b>Skills</b></p> <ul style="list-style-type: none"> <li>BSc in chemistry-related discipline.</li> <li>Competency in routine organic synthesis and purification.</li> <li>Practical dexterity.</li> <li>Punctuality and Time Management skills.</li> <li>Flexibility in working hours.</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>BSc degree in chemistry-related discipline</li> </ul> <p><b>Personal attributes</b> We are looking for people who can help us deliver the <a href="#">values</a> of the University of Greenwich: Inclusive, Collaborative and Impactful</p>	<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>Masters level experience in a range of organic chemistry procedures</li> </ul> <p><b>Skills</b></p> <ul style="list-style-type: none"> <li>Competency in spectral analysis procedures including basic knowledge of NMR spectroscopy.</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>MSc in chemistry-related discipline</li> <li>Working towards a PhD in chemistry</li> </ul> <p><b>Personal attributes</b></p> <ul style="list-style-type: none"> <li>Familiarity with GLP</li> <li>Perserverance</li> </ul>