

Person Specification

Post Title:	Research Assistant -New Product Development	Post No:	007607
Organisation Unit:	Medical Technologies Innovation Facility – (MTIF)		
Grade:	F	Date Compiled:	13th May 2020

Attributes	Essential *	Desirable
Knowledge	<p>An understanding of standard research techniques and methods within Biological Sciences and ideally Allogenic Cell Therapies.</p> <p>Thorough knowledge of equipment and machinery for project work, including routine testing, calibration and maintenance procedures, ability to demonstrate equipment to colleagues and customers where appropriate.</p> <p>Understanding of Quality Management Systems and the importance of ISO134985:2016 in the development of Medical Technologies.</p> <p>Expertise in relevant computer packages</p>	<p>An understanding of Research & Development in Medical Technologies or Pharmaceutical context</p>

Skills	<p>Ability to collate, interpret, analyse and record data in compliance with ISO13485:2016.</p> <p>Logical and structured approach to the management of documents.</p> <p>Ability to run, calibrate and record data from laboratory instrumentation in Biological Sciences.</p> <p>Ability to collect and collate Quality Management information from colleagues and academics regarding their research and other related activities.</p> <p>Ability to troubleshoot problems and escalate more complex problems which may affect the achievement of research objectives and deadlines</p>	<p>Systematic approach to managing information</p> <p>Ability to explain complex ideas clearly using simple language</p>
Experience	<p>Significant relevant work experience in an academic, Medical Technology or Pharmaceutical environment</p> <p>Experience of report writing</p> <p>Experience of data collection, analysis and interpretation</p>	
Qualifications	<p>Educated to degree level or equivalent in an appropriate subject area.</p>	<p>Masters degree or PhD in related subject or equivalent work experience.</p> <p>Membership of relevant bodies</p>

Competencies	COMPETENCY - Essential	LEVEL	COMPETENCY - Desirable	LEVEL
	<p><u>Communicating and Influencing</u> Communicates information effectively to a wide range of diverse stakeholders, influencing events.</p> <p><u>Making informed decisions</u> Uses analyses, reports and data to test the validity of options and assess risk before taking decisions. Ensures optimum decisions are taken.</p> <p><u>Organisation and Delivery</u> Plans time taking account of organisational priorities and other colleagues' work roles to achieve results.</p> <p><u>Team Working</u> Works effectively as a member of a team. Takes responsibility for getting things done as part of a team.</p>	<p>2</p> <p>2</p> <p>2</p> <p>1</p>		
Person Specification drawn up by:	MTIF Managing Director		Date: 13 th May 2020	
Approved for department by:	HR		Date: May 2020	

* Please note: in compliance with our obligations under the Immigration, Asylum & Nationality Act 2006, we will require to check original documentary proof of eligibility to work in the UK