

**Project Assistant in Pandemic Antiviral Project**

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| **Faculty:** | **Faculty of Science and Engineering** |
| **Department/Subject:** | **Chemistry** |
| **Salary:** | **£28,756 to £32,332 per annum together with USS pension benefits** |
| **Hours of work:** | **Full time position (35 hours per week)**  |
| **Number of positions:** | **1** |
| **Contract:** | **fixed-term position initially for 7 months with the earliest start date on 01.10.2024** |
| **Location:** | **Singleton Campus**  |

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| **General Purpose of the job** | We are seeking a project assistant to support the Pandemic Antiviral consortium, funded by the Novo Nordisk Foundation. This is a ~2M€ project focused on precision heteromultivalent glycooligomers and polymers with strong and selective anti-influenza activities. The work developed at Swansea University will focus on the synthesis and characterization of glyco-derivatives and glycosylated polymers. The job will be to actively support in the synthesis, characterisation, and managing the chemistry lab. |
| **Main Duties**  | 1. Pro-actively provide support to conduct research, including multistep synthesis of small organic compounds and polymers
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|  | 1. Write protocols and prepare reports describing experimental observation
2. Actively support the maintenance of the chemistry lab for day today activity
3. Be self-motivated, apply, and use their initiative aiming to determine suitable ways to tackle challenges and seeking guidance when needed
4. Eager to learn new analytical methods such as HPLC, GPC, SEM needed for purification and characterization of new compounds and materials
5. Contribute to the development of the experimental techniques
6. Be a strong support to the other lab members
7. Interact positively and professionally with other collaborators and partners within the College, elsewhere in the University and beyond both in industry/commerce and academia.
8. Contribute to Faculty organisational matters in order to help it run smoothly
9. Keep informed of developments in the field in both technical and specific terms and the wider subject area and the implication for commercial applications and the knowledge economy or academia.
10. Demonstrate and evidence own professional development, identifying development needs with reference to Vitae Researcher Development Framework particularly with regard to probation, performance reviews, and participation in training events.
11. Maintain and enhance links with the professional institutions and other related bodies.
12. 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
13. To promote equality and diversity in working practices and maintain positive working relationships
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| **General Duties** | 1. To conduct the job role and all activities following safety, health, and sustainability policies and management systems, to reduce risks and impacts arising from the work activity
2. To ensure that risk management is an integral part of any decision-making process, by ensuring compliance with the University’s Risk Management Policy.
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| **Person Specification** | **Essential criteria:** 1. Should have BSc or MSc in Chemistry or related subject areas with hands-on experience in the synthetic lab
2. Evidence of active involvement in maintaining a chemistry lab
3. Evidence of the capacity for active engagement in supporting lab work and writing protocols
4. Should have ability to support multistep synthesis of small and large molecules, and their organic characterisation (e.g. FT-IR, NMR, UV-Vis, MS)
5. Experience in different purification techniques such as manual, flash and high-performance liquid chromatography, crystallization, and dialysis for macromolecules
6. Ability to demonstrate significant independence of focus and direction in research – determining ’what, why, when, and with whom' to progress work
7. A commitment to continuous professional development

**Desirable Criteria** 1. Experience with various characterization techniques such as HPLC, GPC, SEM
2. Experience in handling multistep synthesis

**Welsh Language:** 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/). |
| **Additional Information** |  |

  