



OPPORTUNITY

Research Associate

Reference: R220384

Salary: £ 34,304 to £ 38,587 per annum. Grade 8, depending on experience

Contract Type: Fixed Term (30/06/2023)

Basis: Full Time

Job description

Aston University has been part funded by the European Regional Development Fund (ERDF) to support the delivery of a project called: *“Repowering the creation and extension of UK-Centric Supply Chains”* in the Marches and in the Greater Cambridge Greater Peterborough (GCGP) LEPs. The project assists companies in the manufacturing, automotive, engineering, food and drink sectors to map, assess and improve the capabilities of their supply chains with the view to grow and to maximise UK content. The project provides a combination of short and long term collaborations with University academics to assist Small and Medium Enterprises (SME) to address growth challenges that can be resolved by improving supply chain capabilities.

Job Purpose:

The purpose of the job is to provide support and expand our emerging research and engagement activities around the topic of supply chain capabilities and maturity assessment and to collect and analyse data for the purposes of producing benchmarking reports against an industry standard. To access knowledge of supply chain and operations, from within the College of Engineering and Physical Sciences, and the College of Business and Social Sciences, and to allow a transfer of knowledge, expertise, resource, and access to the peer groups within the UK-Centric Supply Chains.

Main Duties/Responsibilities:

Research

- ▶ To use standard research techniques to gather and analyse data and information, interpreting the results for use by self and others.
- ▶ To undertake research in relation to the project’s clients supply chain diagnostic results.
- ▶ Undertake discussion with staff of stakeholders including clients, project coordinator and the business engagement managers to plan areas of research and assistance for the business.
- ▶ To analyse and interpret the results of own research and generate original ideas.
- ▶ To prepare study findings for presentation in study reports and publication in various journals.
- ▶ To ensure that all work is undertaken and analysed in a timely manner and in line with the milestones and deliverables outlined by the principal investigator and project manager.
- ▶ To liaise with research colleagues and external participants as required.

Relationship Management

- ▶ Establish and manage relationships with the business and other interested stakeholders.
- ▶ Ensure effective communication with the project team.

Integrated Working

- ▶ Ensure appropriate liaison with College of Engineering and Physical Sciences, the College of Business and Social Sciences and UK-Centric Supply Chains.
- ▶ Participate in regular progress meetings with the core project team and project academics.

Additional responsibilities

- ▶ Engage in continuous personal and professional development in line with the demands of the role, including undertaking relevant training and development activities to develop themselves and support the development of others.
- ▶ Ensure and promote the personal health, safety and wellbeing of staff and students.
- ▶ Carry out duties in a way which promotes fairness in all matters, and which engenders trust.
- ▶ Promote equality of opportunity and support diversity and inclusion as well as working to support the University's environmental sustainability agenda and practices.

Person specification

	Essential	Method of assessment
Education and qualifications	<p>A 2:1 or above MSc degree in Supply Chain Management or another relevant subject.</p> <p>A postgraduate degree.</p> <p>A PhD (or near completion) in a related subject.</p>	Application form
Experience	<p>Experience of working in research projects, conducting research and writing reports.</p> <p>Proven experience of collaborating with industry, collecting data, analysing data and producing recommendations.</p> <p>Evidence of scholarly research (e.g. academic paper, but also writing of reports and delivering presentations).</p> <p>Experience in undertaking qualitative and quantitative data analysis and interpreting results.</p> <p>Proven experience of using statistical, graphical, simulation or other tools for data analysis.</p> <p>Experience of communicating effectively with a wide range of people in a business context.</p>	Application form, interview and presentation
Aptitude and skills	<p>Ability to write scientific research papers and technical reports.</p> <p>Ability to work effectively in a team, collaboratively and to build productive relationships with the project stakeholders.</p> <p>Excellent verbal, written communication, and presentation skills with the ability to liaise with team and clients.</p>	Application form, interview and presentation

	Essential	Method of assessment
	<p>Ability to use Microsoft packages (Word, Outlook, Excel, and PowerPoint) to a high standard.</p> <p>Willingness to travel to the Marches and Greater Cambridge Greater Peterborough LEP areas to visit the businesses or attend events.</p>	

	Desirable	Method of assessment
Experience	<p>Prior experience of working as research associate position would be desirable.</p> <p>Experience of working in manufacturing, automotive, engineering, or food and drink sector</p> <p>Experience of working collaboratively with academics and university professional staff.</p>	Application form, interview and presentation
Aptitude and skills	<p>Ability to deliver research objectives, deliverables, and milestones in a timely manner.</p> <p>Ability to contribute to the planning of research projects. High degree of attention to details.</p>	Application form, interview and presentation

Contact information

Enquiries about the vacancy:

Name: Khadijeh Rahmani
Job Title: Project Manager
Email: k.rahmani6@aston.ac.uk

Enquiries about the application process, shortlisting or interviews:

Recruitment Team via jobs@aston.ac.uk or 0121 204 4500.

Additional information

Visit our website <https://www2.aston.ac.uk/staff-public/hr> for full details of our salary scales and benefits Aston University staff enjoy

Salary scales: <https://www2.aston.ac.uk/staff-public/hr/payroll-and-pensions/salary-scales/index>

Benefits: <https://www2.aston.ac.uk/staff-public/hr/Benefits-and-Rewards/index>

Working in Birmingham: <https://www2.aston.ac.uk/birmingham>

Employment of Ex-Offenders: Under the Rehabilitation of Offenders Act 1974, a person with a criminal record is not required to disclose any spent convictions unless the positions they applying for is listed an exception under the act.

Eligibility to work in the UK:

Post-Brexit transition period / EU Settlement Scheme

The post-Brexit transition period ended on 31 December 2020. If you are an EU/EEA citizen and you were a resident in the UK before 31 December 2020, you and your family members (including non-EU citizens need to apply to the EU Settlement Scheme to continue to live, work and study in the UK beyond 30 June 2021. The deadline for applying to the EU settlement scheme is 30 June 2021. You can apply via the Government webpage <https://www.gov.uk/settled-status-eu-citizens-families>
Irish Nationals do not need to apply for settlement as they retain the right to work in the UK.

New immigration system for EU/EEA and Swiss Nationals who were not resident in the UK before 31 December 2020

A new immigration system has been introduced for people arriving in the UK from EEA countries with effect from 1 January 2021. In addition to those who have always required a visa, EU citizens moving to the UK to work will need to get a visa in advance. You can find more information on the following website. Candidates should check their eligibility to enter or remain in the UK in advance of making any job application via the UKVI website <https://www.gov.uk/browse/visas-immigration/work-visas>. Before applying you should ensure that you meet the requirements, including meeting the English Language requirements. If you do not meet the eligibility criteria, any application for a work visa would be unsuccessful.

If you require a visa to work in the UK the most common types of visa are:

Skilled Worker Visa

<https://www.gov.uk/skilled-worker-visa>

Global Talent Visa

If you are a leader or potential leader in one of the following fields you may be eligible to apply for a Global Talent Visa:

- Academia or Research
- Arts and Culture
- Digital Technology

Please click the following link for further information and to check your eligibility for this visa.

<https://www.gov.uk/global-talent>

Equal Opportunities: Aston University promotes equality and diversity in all aspects of its work. We aim to ensure, through our admissions policies for students, and our staff recruitment and selection processes that we encourage applications from all groups represented in the wider community at a local, national and international level.

The University will endeavour not to discriminate unfairly or illegally, directly or indirectly, against student or potential students, staff or potential staff. This commitment applies to all functions of the University and to any stage of an individual's career.

An Equal Opportunities Monitoring Form is included within the application form. Data you provide on the Equal Opportunities Monitoring Form will be included in a general database, for statistical monitoring purposes, enabling the University to monitor the effectiveness of its Policy, Codes of Practice and Guidelines on Equal Opportunities in Employment. Individuals will not be identified by name.

Data Protection: Your personal data will be processed in compliance with the Data Protection Act 2018 and the General Data Protection Regulation ((EU) 2016/679) ("GDPR"). The University's Data Protection Policy and Privacy Notices, including the Job Applicant Privacy Notice can be found at <https://www2.aston.ac.uk/data-protection>. Your application will only be used to inform the selection process, unless you are successful, in which case it will form the basis of your personal record with the University which will be stored in manual and/or electronic files. Information in statistical form on present and former employees is given to appropriate outside bodies.

Full details of our terms and conditions of service and associated policies and procedures are available online at <https://www2.aston.ac.uk/staff-public/hr/policies>

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gets real.**