

Job title	Research Assistant in Immunology
Division	Medical Sciences
Department	Nuffield Department of Medicine
Location	Oxford Centre for Immuno-Oncology, Old Road Campus Research Building, Roosevelt Drive, Headington, Oxford, OX3 7DQ
Grade and salary	Grade 6: Salary in range £32,332 - £38,205 per annum
Hours	Full time
Contract type	Fixed-term contract until 31 December 2024 Funding is provided by the VITALITY project grant
Reporting to	Dr Sarah Rowland-Jones and Dr Anthony Hsieh
Vacancy reference	171394

About us	<ul style="list-style-type: none"> University of Oxford - www.ox.ac.uk/about/organisation Nuffield Department of Medicine (NDM) - https://www.ndm.ox.ac.uk Unit – Home — Centre for Immuno-Oncology (ox.ac.uk)
What we offer	<p>https://hr.admin.ox.ac.uk/staff-benefits</p> <ul style="list-style-type: none"> An excellent contributory pension scheme 38 days annual leave A comprehensive range of childcare services Family leave schemes Cycle loan scheme Discounted bus travel and Season Ticket travel loans Membership to a variety of social and sports clubs A welcoming and diverse community

The role

The research team is led by Dr Sarah Rowland-Jones in the Nuffield Department of Medicine, Centre for Immuno-Oncology, studying immune health and ageing in people living with HIV.

You will be a member of this research group with responsibility for the provision of research support for a project embedded in the VITALITY trial to study musculoskeletal health and immunity after vitamin D and calcium supplementation in adolescents living with perinatal HIV in Zambia and Zimbabwe. Specifically, the work will involve identifying HIV resistance mutations to antiviral drugs and analysing them to determine how they change over time and whether they are associated with viral load and other HIV clinical factors. You will identify which study participants should be screened for drug resistance mutations (DRMs), extract RNA from their plasma samples stored at Oxford, follow an in-house procedure to PCR-amplify and sequence the relevant portion of the viral genome, and identify DRMs using the Stanford HIV drug resistance database.

A Research Assistant with a good understanding of immunology and aptitude for lab-based research is sought to join the research team working with the above strategies. After initial training, you will work independently to carry out the project objectives, reporting to the principal investigator and working alongside postdoctoral staff and students, providing advice and guidance students where appropriate. This position would be suitable for a recent graduate wishing to gain medical research experience prior to applying for a DPhil in this or another department.

Responsibilities

You will:

- Manage own research and administrative activities for the VITALITY DRM project, within guidelines provided by senior colleagues.
- Perform lab-based experiments to a high standard, carrying out techniques carefully and accurately, and keeping good records.
- Follow and adapt experimental protocols to accomplish research objectives.
- Maintain good understanding of current HIV DRM literature.
- Contribute to wider project planning, including ideas for analysis of further specimens or antiviral drug types.
- Determine the most appropriate methodologies to test hypotheses, and identify suitable alternatives if technical problems arise.
- Gather, analyse, and present scientific data to other team members and principal investigator.
- Contribute to scientific reports and journal articles and the presentation of data/papers at conferences.
- Be responsible for general laboratory management and administration, including stock control of laboratory consumables.
- Use specialist scientific equipment in a laboratory environment.
- Contribute to discussions and share research findings with colleagues in partner institutions, and research groups.
- Participate in and support the public engagement and widening access activities of the Department and the University. This is anticipated to be not more than 2 days per year.
- Undertake mandatory training as required by the University, Division and Department. The specific list of training courses may change from time-to-time, in response to both legal and internal University requirements.

Selection criteria

Essential

- Hold a BSc in Immunology, Biology, or Biomedical sciences.
- Possess lab experience relevant to molecular biology or immunology, including RT-PCR, sequencing, cell culture, or flow cytometry.
- Possess experience working collaboratively as part of an immunology research team
- Possess sufficient specialist knowledge in lab-based immunology research to work within established research programmes, including knowledge in viral infection, immune responses to viral infection, or comorbidities in populations with viral infection.
- Ability to manage own research and administrative activities, and maintaining a lab notebook.
- Excellent writing skills, including the ability to comprehensively analyse and interpret information from the literature and write academic text that can be published
- Excellent communication skills, including the ability present data to lay and specialist audiences alike at conferences and research group meetings.
- Experience of following and adapting protocols and selecting appropriate experimental methodologies.

Desirable

- Experience with sequencing experiments and data analysis
- Experience working in HIV immunology
- Experience of contributing to reports and articles for publication
- Experience of working in a research team and contributing ideas for new research projects

Pre-employment screening

Standard checks

If you are offered the post, the offer will be subject to standard pre-employment checks. You will be asked to provide: proof of your right-to-work in the UK; proof of your identity; and (if we haven't done so already) we will contact the referees you have nominated. You will also be asked to complete a health declaration so that you can tell us about any health conditions or disabilities for which you may need us to make appropriate adjustments.

Please read the candidate notes on the University's pre-employment screening procedures at: <https://www.jobs.ox.ac.uk/pre-employment-checks>

Hazard-specific / Safety-critical duties

This job includes hazards or safety-critical activities. If you are offered the post, you will be asked to complete a health questionnaire which will be assessed by our Occupational Health Service, and the offer of employment will be subject a successful outcome of this assessment.

The hazards or safety-critical duties involved are as follows:

- Regular manual handling
- Working with infectious pathogens (hazard group 2/3) - Hazard Group 3 pathogens
- Working with blood, human products and human tissues



How to apply

Applications are made through our e-recruitment system and you will find all the information you need about how to apply on our Jobs website <https://www.jobs.ox.ac.uk/how-to-apply>.

If you would like to apply, **click on the Apply Now button** on the 'Job Details' page and follow the on-screen instructions to register as a new user or log-in if you have applied previously.

As part of your application you will be asked to provide details of two referees and indicate whether we can contact them now. You will be asked to upload a CV and a supporting statement. The supporting statement must explain how you meet each of the selection criteria for the post using examples of your skills and experience. This may include experience gained in employment, education, or during career breaks (such as time out to care for dependants). Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

Please upload all documents **as PDF files** with your name and the document type in the filename. Please note using a long file name may prevent you from uploading your documents.

- http://www.ox.ac.uk/about_the_university/jobs/research/

All applications must be received by **midday** UK time on the closing date stated in the online advertisement

Information for priority candidates

A priority candidate is a University employee who is seeking redeployment because they have been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing department(s).

If you are a priority candidate, please ensure that you attach your redeployment letter to your application (or email it to the contact address on the advert if the application form used for the vacancy does not allow attachments).

If you need help

Application FAQs, including technical troubleshooting advice is available at: <https://staff.web.ox.ac.uk/recruitment-support-faqs>. Non-technical questions about this job should be addressed to the recruiting department directly recruitment@ndm.ox.ac.uk

To return to the online application at any stage, please go to: www.recruit.ox.ac.uk.

Please note that you will receive an automated email from our online recruitment portal to confirm receipt of your application. **Please check your spam/junk mail** if you do not receive this email. Important information for candidates

Data Privacy

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University's Privacy Notice for Job Applicants at: <https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy>. The University's Policy on Data Protection is available at: <https://compliance.admin.ox.ac.uk/data-protection-policy>.

The University's policy on retirement



The University operates an Employer Justified Retirement Age (EJRA) for very senior research posts at **grade RSIV/D35 and clinical equivalents E62 and E82**, which with effect from 1 October 2023 will be 30 September before the 70th birthday. The justification for this is explained at: <https://hr.admin.ox.ac.uk/the-ejra>.

For **existing** employees on these grades, any employment beyond the retirement age is subject to approval through the procedures: <https://hr.admin.ox.ac.uk/the-ejra>.

There is no normal or fixed age at which staff in posts at other grades have to retire. Staff at these grades may elect to retire in accordance with the rules of the applicable pension scheme, as may be amended from time to time.

Equality of opportunity

Entry into employment with the University and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.