

<b>Job title</b>	Research Assistant – Tumour Immunology
<b>Division</b>	Medical Sciences
<b>Department</b>	Nuffield Department of Medicine
<b>Location</b>	Oxford Centre for Immuno-Oncology, Old Road Campus Research Building, Roosevelt Drive, Headington, Oxford, OX3 7DQ
<b>Grade and salary</b>	Grade 6: Salary in range £32,332 - £38,205 per annum
<b>Hours</b>	Full time
<b>Contract type</b>	Fixed-term contract until 30 June 2025 in the first instance Funding is provided by the OxPLoreD program
<b>Reporting to</b>	Dr Carol Leung and Prof. Anna Schuh
<b>Vacancy reference</b>	172053

<b>Additional information</b>	This role meets the eligibility requirements for a Skilled Worker Certificate of Sponsorship or a Global Talent Visa under UK Visas and Immigration legislation. Therefore, the Nuffield Department of Medicine welcomes applications from international applicants who require a visa.
<b>About us</b>	<ul style="list-style-type: none"> <li>• University of Oxford - <a href="http://www.ox.ac.uk/about/organisation">www.ox.ac.uk/about/organisation</a></li> <li>• Nuffield Department of Medicine (NDM) - <a href="https://www.ndm.ox.ac.uk">https://www.ndm.ox.ac.uk</a></li> <li>• Unit - <a href="https://www.immonc.ox.ac.uk/">https://www.immonc.ox.ac.uk/</a></li> </ul>
<b>What we offer</b>	<p><a href="https://hr.admin.ox.ac.uk/staff-benefits">https://hr.admin.ox.ac.uk/staff-benefits</a></p> <ul style="list-style-type: none"> <li>• An excellent contributory pension scheme</li> <li>• 38 days annual leave</li> <li>• A comprehensive range of childcare services</li> <li>• Family leave schemes</li> <li>• Cycle loan scheme</li> <li>• Discounted bus travel and Season Ticket travel loans</li> <li>• Membership to a variety of social and sports clubs</li> <li>• A welcoming and diverse community</li> </ul>

## The role

The newly established research group led by Dr Carol Leung at the Oxford Centre for Immuno-Oncology focuses on developing novel immunotherapies against cancer, primarily on developing therapeutic cancer vaccines that aim to stimulate the body's immune system to target and kill cancer cells. The group is also interested in studying other treatments and the tumour microenvironment that can influence the therapeutic responses and resistance. Prof. Anna Schuh is an academic haematologist with a long-standing interest in precision prevention of B-cell malignancies. She is the Chief Investigator of Oxplore, a multi-centre study of people with pre-chronic lymphocytic leukaemia (<https://explored.oncology.ox.ac.uk>) and of AI-REAL, a global health programme that aims to improve outcomes of children with EBV-positive Burkitt's Lymphoma (<https://www.ai-real.org/index.php/en/>). Her group has developed tools to predict risk of progression and response to therapy using a combination of whole genome sequencing, single cell analyses of immune repertoire and liquid biopsies.

You will support studies on cancer vaccine development using *in vivo* and *in vitro* techniques. In particular, you will be experienced using application of immunologically relevant techniques including co-culture assays, FACS and *in vivo* tumour models and will also be familiar with cell culture and molecular biology techniques including PCR, western blotting and ELISA. You will work to support projects in the area of tumour immunology.

## Responsibilities

You will:

- Manage own academic research and administrative activities. This involves small scale project management, to co-ordinate multiple aspects of work to meet deadlines.
- Conduct original research within the context of the group, analysing detailed and complex qualitative and/or quantitative data from a variety of sources, reviewing and refining working hypotheses as appropriate.
- Carry out collaborative projects with colleagues in partner institutions, and research groups.
- Contribute ideas for new research projects and develop ideas for generating research income.
- Collaborate in the preparation of scientific reports and journal articles and occasionally present papers and posters.
- Represent the research group at external meetings/seminars, either with other members of the group or alone.
- Provide training or guidance to less experienced members of the research group.
- Use specialist scientific equipment in a laboratory environment.
- Help with the daily housekeeping of the laboratory area.
- Perform any other comparable duties as may be required to ensure the efficient running of the laboratory.
- 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 degree (BSc or equivalent) in Biological Science, Biomedical Science, Immunology, or a related field with some relevant experience.
- Proficient in *in vitro* techniques, including cell culture and FACS analysis.
- Possess sufficient specialist knowledge in tumour immunology to work within the research programme.
- Ability to manage own research and administrative activities.
- Excellent communication skills, including the ability to write text that can be published, present data at conferences, and represent the research group at meetings.
- Experience of following and adapting protocols and selecting appropriate experimental methodologies.
- Experience in *in vivo* handling.

## 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:

- Lone Working
- Working with infectious pathogens (hazard group 2/3) - Hazard Group 3 pathogens
- Working with blood, human products and human tissues
- Work with allergens, Eg laboratory animals, pollen, dust, fish or insects etc.
- Work with any substance which has any of the following pictograms on their MSDS:



- Travel outside of Europe or North America on University Business

### Additional security pre-employment checks

This job includes duties that will require additional security pre-employment checks:

- A satisfactory basic Disclosure and Barring Service check
- University security screening (eg identity checks)



## 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/](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](mailto:recruitment@ndm.ox.ac.uk)

To return to the online application at any stage, please go to: [www.recruit.ox.ac.uk](http://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 70<sup>th</sup> 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.