

<b>Job title</b>	Postdoctoral Scientist in Early-Stage Drug Discovery
<b>Division</b>	Medical Sciences
<b>Department</b>	Nuffield Department of Medicine
<b>Location</b>	Centre for Medicines Discovery, NDM Research Building, Old Road Campus, Headington, Oxford, OX3 7FZ
<b>Grade and salary</b>	Research Grade 7: Salary in range £38,674 - £46,913 per annum. This is inclusive of a pensionable Oxford University Weighting of £1,500 per year (pro rata).
<b>Hours</b>	Full time
<b>Contract type</b>	Fixed-term contract 3 May 2027 Funding is provided by the Department SRFs
<b>Reporting to</b>	Eleanor Williams, Protein Production SRF Co-ordinator
<b>Vacancy reference</b>	178539

<b>Additional information</b>	This role meets the eligibility requirements for a Skilled Worker Certificate of Sponsorship under UK Visas and Immigration legislation.
<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="http://www.cmd.ox.ac.uk">www.cmd.ox.ac.uk</a></li> </ul>
<b>What we offer</b>	<a href="https://hr.admin.ox.ac.uk/staff-benefits">https://hr.admin.ox.ac.uk/staff-benefits</a> <ul style="list-style-type: none"> <li>An excellent contributory pension scheme</li> <li>38 days annual leave</li> <li>A pensionable Oxford University Weighting allowance of £1,500 per annum (pro rata)</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 Centre for Medicines Discovery (CMD) is a multi-disciplinary Institute within the University of Oxford's Nuffield Department of Medicine (NDM) which focuses upon basic and translational science to catalyse the discovery and development of new medicines for patients. The CMD is directed by Professor Paul Brennan, Professor of Medicinal Chemistry, and is based at the University of Oxford's Old Road Campus, at the heart of Oxford's biomedical research and clinical capabilities. The centre works closely other University departments, hospitals, SMEs and pharmaceutical companies within the UK and overseas.

The Biotechnology Small Research Facility (SRF) group within the CMD-Oxford is seeking a highly organised Postdoctoral Scientist to help start and deliver early-stage drug discovery projects. These projects will commonly involve molecular biology, protein production, establishing high-quality in vitro assays and discovery initial inhibitors on projects led by CMD researchers or in collaboration with external academic and industrial scientists. You will be an expert in expression and purification of proteins in bacterial and baculoviral or mammalian systems, with a strong understanding of biochemical and/or biophysical assays, and have the problem-solving ability to troubleshoot experiments and produce high-quality data. You will work as part of a team on multiple projects and therefore the ability to communicate and collaborate effectively and manage your time efficiently is essential.

You will be joining a team of 14 highly motivated scientists, who work closely together to achieve the group's scientific objectives. The CMD and the NDM are highly collaborative environments and the team works closely with the other groups in the CMD and projects are often highly multidisciplinary. This role is based on the Old Road Campus in Headington.

## Responsibilities

You will:

- Manage your own academic research and administrative activities. This involves small scale project management, to co-ordinate multiple aspects of work to meet deadlines
- Express proteins in bacteria, baculovirus/insect cells and mammalian cells and design and execute purification strategies to obtain pure proteins.
- Execute analytical experiments to determine protein quality and protein function.
- Develop new scientific techniques.
- Design and execute experiments to screen for small molecule ligands.
- Be responsible for troubleshooting your experiments and assisting other CMD scientists to troubleshoot their experiments.
- Develop ideas for generating research income and contridue ideas for new research projects.
- Coordinate with colleagues to help the group reach shared objectives and act as a source of information and advice to other members of the group.
- Help provide training and day-to-day guidance to junior group members and other CMD staff.
- Maintain an electronic laboratory notebook according to CMD guidelines and submit data into our electronic database.
- Assist with keeping the lab in good order including ordering supplies and basic maintenance of laboratory equipment.
- Effectively communicate on a day-to-day basis, in formal written reports, and in oral presentations.
- Collaborate in the preparation of scienfitic reports and journal articles and occasionally present papers and posters.



- Carry out any other relevant duties as may reasonably be associated with the post and which may be required from time to time.
- 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.

Job descriptions can never be comprehensive and you may be required to undertake other similar tasks and responsibilities.

## Selection criteria

### Essential

- Hold a PhD/DPhil (or close to completion) in chemistry, biochemistry or a related discipline.
- Substantial experience in large scale protein expression and purification in bacterial and baculoviral or mammalian systems.
- Experience developing and running assays for screening small molecules.
- Be highly organised and responsive, with a strong attention to detail and the ability to work within a team environment.
- Excellent communication skills, including the ability to write text that can be published, present data at conferences, and represent the research group at meetings.

### Desirable

- Publication track record commensurate with post-qualification research experience.
- Experience in PCR, cloning and mutagenesis.
- Experience purifying secreted or integral membrane proteins.
- Experience of biophysical assay techniques.

## 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



- Work in hot or cold environments
- Regular manual handling
- Work with any substance which has any of the following pictograms on their MSDS:



## 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.

If you currently work for the University please note that:

- As part of the referencing process, we will contact your current department to confirm basic employment details including reason for leaving.
- Although employees may hold multiple part-time posts, they may not hold more than the equivalent of a full time post. If you are offered this post, and accepting it would take you over the equivalent of full-time hours, you will be expected to resign from, or reduce hours in, your other posts(s) before starting work in the new post.

## 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.

