



Job Title: Assistant Seismologist

Grade: 6

Salary: £27,730 to £32,236 per annum

Department: School of Geography, Geology and the Environment

Hours/Contract: Full time, fixed term contract for 2 years

Reference: 1264

Role Purpose

Research assistant in SEIS-UK, the Natural Environmental Research Council’s Geophysical Equipment Facility for seismology, based at University of Leicester. The role supports SEIS-UK’s objective of providing instrumentation and all necessary support to the UK Geophysics community to enable academic researchers to perform seismic fieldwork anywhere around the world.

Main Duties and Responsibilities	% Time
<ul style="list-style-type: none"> Maintain SEIS-UK seismic equipment. To include configuring equipment for testing, diagnosing faults, systems and procedures. Recovering data, analysis and interpretation of data for quality control and recommending conclusions. 	40%
<ul style="list-style-type: none"> Ensure that data is processed and appropriate quality control has been applied to prepare the data for archiving. 	25%
<ul style="list-style-type: none"> To prepare accurate documentation including commercial invoicing and certification of goods, manage shipping of equipment on projects, and determine requirements for current and future stock and equipment. 	10%
<ul style="list-style-type: none"> To assist with field support and training of senior academics, researchers and PhD students (UK and international) in the use of the SEIS-UK equipment whilst setting and maintaining standards 	10%
<ul style="list-style-type: none"> To maintain the equipment storerooms to ensure a safe working environment for ourselves and our clients. 	5%
<ul style="list-style-type: none"> To develop and maintain documentation for all equipment and procedures to ensure best working practices. 	5%
<ul style="list-style-type: none"> To maintain an up to date database of all equipment owned by SEIS-UK. 	5%
Internal and External Relationships	
Liaison with users, shipping agents and suppliers of the Facility’s equipment within and outside the University of Leicester.	
Planning and Organising	
The post holder will be required to effectively manage their time to deliver on the priorities of the project.	
Qualifications, Knowledge and Experience	
<p>Essential</p> <ul style="list-style-type: none"> First degree in Geology, Geophysics or Engineering* Proven ability to solve problems (e.g. through undertaking postgraduate level research or through field based experience)* Have experience of geophysical or geological fieldwork* 	





- Willingness and ability to travel worldwide often to remote locations*
- Experience of using PC environment and Office applications

Desirable

- Have experience of Linux computing or computer programming
- Experience of using seismometers or other geophysical equipment
- A full clean UK driving licence
- Well-developed understanding of Health and Safety regulations and procedures

Skills, Abilities and Competencies

Essential

- High level of proficiency in English, sufficient to undertake research, and administrative activities utilising English Language materials and to communicate effectively with staff and students*
- Evidence of ability to work as a member of a team and to work independently and demonstrate initiative
- Able to demonstrate practical or trouble shooting skills such as maintaining electrical circuitry or carpentry or DIY
- Evidence of ability to plan and manage their time effectively and to work to meet deadlines

Desirable

- Knowledge and/or experience of seismology
- Evidence of ability to take on scientific challenges outside their area of expertise
- Knowledge / experience of mechanical and/or electrical equipment maintenance
- Basic workshop skills or a willingness to learn them

***Criteria to be used in shortlisting candidates for interview**

Criminal Declaration

If you become an employee, you must inform your manager immediately, in writing, if you are the subject of any current or future police investigations/legal proceedings, which could result in a criminal offence, conviction, caution, bind-over or charges, or warnings.

Additional Information

Relevant training for this role will be provided. The role will require lifting and carrying heavy and sensitive scientific equipment (in some cases this will be out of doors over rough ground), as well as dismantling and testing of the equipment.

Depending on the nature of the projects SEIS-UK is supporting the field work element requires travel to often remote parts of the globe for up to a month at a time. At the field locations the role holder will install equipment, and this will require digging and infrastructure creation. Working temperatures encountered may range from -10 to +45 degrees C.

VITAL

The University encourages all staff to live our [VITAL values](#) which are:
Valuing People, Innovators, Together, Accountable, Leaders.





Equality and Diversity

We believe that equality, diversity and inclusion is integral to a successful modern workplace. By developing and implementing policies and systems that challenge stereotypes across all aspects of our work, we have a culture that recognises and values the diverse contributions of our staff which benefits everyone. Our strong values of inclusivity and equality support our efforts to attract a diverse range of high quality staff and students, and identify our University as a progressive and innovative workplace that mainstreams equality, diversity and inclusion.

