

Name:

Department (and Section where appropriate): Chemistry & Biochemistry – Biochemistry Section

Grade: G3

Job Title: Principal Scientist – Processing & Storage Food Chemist

Immediate Line Manager (Job Title): Biochemistry Section Leader

Job Purpose

To carry out R&D, contract and training activities in processing and storage chemistry / chemical and biochemical aspects of food quality in the Food Bioscience Team.

Main Duties (including % of time spent)

- Plan, undertake and deliver applied R&D and contract projects in the area of processing and storage chemistry/ chemical and biochemical aspects of food quality (40%)
- Liaise with clients in the area of processing and storage chemistry – respond to direct technical enquiries to provide information and contract services. (20%)
- Deliver lectures in the area of chemical and biochemical aspects of food quality on existing and new training courses for Campden BRI clients. (2%)
- Generate ideas and write proposals for new applied R&D projects and service activities (5%)
- Present R&D work and ideas for new projects and services to specialist and non-specialist audiences. (5%)
- Write R&D reports and contract reports (20%)
- Prepare written methods, work instructions and procedures (5%)

Adopt safe working practices so as not to endanger yourself or other persons

Familiarity with BMS documentation & implementation of relevant policies and procedures in your work

Perform any other duty that may be reasonably requested by your line manager, HOD or Director.

Knowledge, Skills & Experience

- Demonstrable knowledge and experience in processing and storage food chemistry/ chemical and biochemical aspects of food quality.
- Degree in relevant subject e.g. Chemistry, Biochemistry or Food Science
- At least 3 years of research or industrial experience in a relevant area, experience of conducting storage trials and analytical testing of product quality would be an advantage.
- Experience of project and resource management
- Experience of laboratory environment with respect to safety and general conduct
- Effective time management skills to deal with projects running in parallel.
- Verbal and written communication skills for technical and non-specialist audiences
- Ability to extract relevant information to solve client problems
- Ability to present ideas and information clearly & concisely

Laboratory experience with working knowledge of Quality Management systems such as ISO9000 and particularly ISO17025.

KEY TASKS & RESPONSIBILITIES

1. Communications

- Friendly, helpful, can-do approach.
- Clear and concise communication of information to line manager, team members and colleagues across Campden BRI to receive instruction, explain concepts and negotiate work requirements for design, development and execution of collaborative projects.
- Communicate externally and internally by phone, email and in face to face meetings to impart technical and commercial detail to both specialist and non-specialist audiences.
- Interact with clients to build relationships using good questioning techniques to establish requirements and manage expectations.
- Formal presentations (written & verbal) to specialist and non-specialist audiences inline with areas of expertise and competencies.
- Lectures and practical demonstrations on formal training courses.
- Preparation of routine & non-routine certificates of analysis.

- Preparation of R&D reports with support as appropriate.
 - Preparation of methods, work instructions and procedures.
- Explore opportunities for external collaboration leading to strategic R&D and prepare proposals with support as appropriate.

2. Analytical Skills & Creativity

- Analysis of complex data sets and other sources of information to draw conclusions.
- Analysis and interpretation of information from clients to provide advice, analytical testing and knowledge transfer in areas of expertise and competencies.
- Contribute innovative approaches to experimental design and project planning activities with internal and external clients.
- Devise and implement working practices to enable provision of efficient, flexible, technically sound and profitable services.
- Deliver content to deadlines on a range of project types, of increased complexity, from shorter term projects to longer term R&D.
- Contribute ideas for consideration for future R&D projects, topics for seminars, conferences and training courses.
- Have a can-do approach to resolving project related issues that arise to meet the client expectations.
- Flexibility to adapt plans to meet requirements that may change with short notice periods.

Ability to work on more than one project at a time over a flexible period.

3. Management of Activities

- Plan and schedule own workload to meet a blend of short and long-term deadlines based on priorities agreed with the line manager. Level of supervision commensurate with skills and experience.
- Plan and undertake practical delivery of both contract and R&D projects in accordance with line management requirements. This will be both short term and longer-term projects.
- Undertake activities underpinned by formal methodology and documentation but where necessary & working with the line manager develop new methods, approaches or solutions.
- Manage technical staff assigned to assist in delivery of activities.
- Produce amendments and create where appropriate Methods, Procedures and Working Instructions

Contribute to on-going improvement and efficiency of activities within the Section.

4. Management of People

Section Manager - **Job Holder** – Technicians

- No direct reports, at least 1 indirect report
- Responsible for directing technician when allocated to assist in delivery of assigned contract and R&D projects

5. Management of Finance & Resources

- Responsible for managing budget of allocated projects within line management budgetary requirements and constraints.
- Responsible for correct use of items of capital laboratory equipment and efficient use of consumables.

6. Autonomy & Accountability

- Work under the limited supervision of the line manager. The job holder's autonomy will increase with time as experience and skills develop.
- Accountable for the quality and accuracy of own work and technicians working under the job holders supervision, including highlighting and reporting non-conforming work or other technical problems (equipment or method).
- Accountable for the planning and delivery of a range of sizes of projects having been given a clear steer on the scope and requirements.
- Accountable to clients and Section Manager for decisions based on project-related and client based activities in the area of competence and expertise.
- Initiate work within area of competence and expertise following consultation with line manager.
- Work to company standards as stated in the Business Management System

7. Working Environment

- Primarily based at Campden BRI (Chipping Campden site).
- Laboratory and office based
- Requirement to undertake activities in laboratories including biochemistry and molecular biology facilities.

- Wearing of PPE for some tasks will be required
- Requirement for travel in UK and aboard to visit clients and attend meetings as appropriate.

8. Other designated job roles (Please tick those applicable)

Quality Co-ordinator
 Safety Co-ordinator
 First Aider
 First Aid Leader
 Fire Officer
 Fire Leader
 Software Co-ordinator
 Trained internal Auditor
 Equipment Officer
 Departmental Archivist
 Hygiene Manager
 Process Hall Manager
 Event Director ✓
 Risk Assessor ✓
 Biological Safety Officer
 Safety Representative
 Safety Committee Member
 Sample Receipt Steward
 Authorised Driver (in line with Car Policy) ✓

DSE User Yes

Manual Handler No

Signed & Dated

Job Holder Date

Line Manager Date