

Candidate Information

Position: Research Assistant in Document Processing
School/Department: School Office (Elect, Elect Eng & Comp Sci)
Reference: 23/111440
Closing Date: Monday 4 December 2023
Salary: £32,024 per annum
Anticipated Interview Date: Friday 15 December 2023
Duration: Fixed term for 30 months

JOB PURPOSE:

The purpose of this job is to assist in the delivery of the research activity in Applied Research and Engineering Centre, specifically in the development of natural language processing (NLP) technologies relevant to the financial technology sector.

MAJOR DUTIES:

1. Undertake research into methods and techniques for information extraction and mapping in document processing, as well as other NLP tasks.
2. Lead in the development of research software prototypes.
3. Produce high quality research outputs in oral and written format.
4. Produce high quality research outputs consistent with project aims and commensurate with career stage. This will include collaborating and co-authoring with PI and project team (as appropriate) on outputs.
5. In consultation with the project team, promote research milestones and outputs at national and international conferences.
6. Assist grant holder in the preparation of funding proposals and applications to external bodies.
7. Carry out occasional educational supervision, demonstrating or lecturing duties within the post holder's area of expertise and under the direct guidance of a member of academic staff.
8. Undertake supplementary duties relevant to the success of the project including administrative duties and additional training and development activities as required.

ESSENTIAL CRITERIA:

1. Hold at least a 2:1 honours degree in Computer Science or closely related disciplines.
2. Have or about to obtain an MSc degree in Computer Science or closely related disciplines.
3. Recent relevant experience to include:
 - Demonstrable experience in the use of NLP or machine learning tools for document analyses.
 - Demonstrable experience in programming/scripting, beyond that taught in undergraduate engineering courses.
 - A proven track record of using relevant techniques to carry out analyses, critical evaluations, and interpretations of data in a research context.
 - Working effectively as part of a research team in the development and promotion of the research theme.
4. Willingness to undertake additional training in research methods and other related skills as required.
5. Practical problem-solving skills, independence of thought and initiative.
6. Ability to communicate complex information effectively in oral and written format.
7. Ability to build relationships to develop internal and external networks.
8. Ability to assess and organise resources.
9. Willingness to travel to meet the requirements of the research project.

DESIRABLE CRITERIA:

1. Have, or be about to obtain, a relevant PhD in Computer Science or closely related disciplines.
2. A publication record which is commensurate with career stage and experience.
3. Research Experience in NLP.