Corporate Services
IT & Faculty of Biological Sciences

Research Computing Officer

The University is seeking a Research Computing Officer to join the Faculty of Biological Sciences to support a recent £17m University investment in the Astbury BioStructure Laboratory.

You will lead the IT support for research computing across the Astbury Centre’s activities in structural molecular biology, including all high performance computing and research data storage needs. A key member of a team that provides IT support to all Faculty staff and postgraduate students, you will be responsible for all Unix/Linux based research hardware and application support.

You will lead on Faculty research storage technologies and strategies, advise and support researchers on research data management requirements and oversee the team supporting the Mac OS based research environment. You will work within the wider IT team to support the resolution of UNIX and LINUX software and hardware incidents and problems. In order to achieve this, you are expected to maintain good awareness of University and local needs, and "best practice" in the wider IT world.

Further information about IT is available at: http://it.leeds.ac.uk

University Grade 7 (£32,004 - £38,138 p.a.) with flexibility to appoint up to £41,709 for exceptional candidates.

Informal enquiries may be made to John Dodds, Faculty IT Manager email J.T.Dodds@leeds.ac.uk

Ref: CSUIT1113

Click here for further information about working at the University of Leeds www.leeds.ac.uk/info/20025/university_jobs
Job Description

Responsible to: Faculty IT Manager
Reports to: Faculty IT Manager

Main duties and responsibilities

- Have responsibility for all UNIX and LINUX systems used in research and teaching across the Faculty.
- To provide advice and help shape policy on research computing to all Faculty staff, to include detailed advice on efficient use of high performance computing both locally and across the University. This will include being a member of the Faculty IT management team.
- Provide advice and support to Principal Investigators around Research Data Management. This will include assistance with pre and post award data risk assessments, and RCUK data management plans.
- To lead and oversee the development of a Faculty strategy for a secure research data filestore and timely backup processes for all research and core computing systems in the Faculty.
- Support the management of the Faculty’s file store infrastructure, in liaison with the Windows Service Leader who has operational responsibility for the service delivery.
- Overall responsibility for the strategic development and management of the Faculty Virtual Server Platform including provision of services used by others.
- Responsible for research software packages used by members of academic staff on UNIX and LINUX systems within the Faculty.
- To ensure that all systems and services for which the post is responsible operate in a secure and efficient manner.
- With others ensure timely production and maintenance of clear and accurate documentation including operating system changes and updates for all areas of responsibility.
- Line manager for the research support team including development through identification of training needs and personal mentoring.
- Accountable for Mac OS platforms and applications used in Research which are managed and supported by the research support team.
- Maintain leading edge knowledge of changes in UNIX/Linux, Virtualisation and storage technologies to ensure effective support for Astbury & Faculty Research Computing strategy and activity, including liaison with other UNIX/LINUX support staff within and outside of the University.
- Represent Faculty interests and requirements in University Hardware and Infrastructure Procurement Exercises.
- Support others to ensure Web and MySQL solutions and configuration requirements for web infrastructure are aligned to the Faculty web strategy.
• Proactively contribute to supporting and improving Faculty and University IT Services through effective collaboration, liaison and deputising for colleagues in the team
• Responsible for working collaboratively with the network delivery team to consider and review faculty networking requirements.
• Lead and manage staff effectively, upholding the IT Behavioural Framework and the University’s Leadership and Management Standard
• Any other duties as may reasonably be required, consistent with the grade of the post

Career Expectations

The University of Leeds is committed to developing its staff. All staff participate in the Staff Review and Development scheme and we continue to work with individuals, supporting them to maximise their potential.

Progression to a higher grade is dependent on an individual taking on an increased level of responsibility. Vacancies that arise within the area or across the wider University are advertised on the HR website - http://jobs.leeds.ac.uk - to allow staff to apply for wider career development opportunities.

University Values

All staff are expected to operate in line with the University’s values and standards, which work as an integral part of our strategy and set out the principles of how we work together. More information about the University’s strategy and values is available at http://www.leeds.ac.uk/comms/strategy/.

IT Behavioural Framework

IT Staff have worked together to develop a Behavioural Framework which defines the expectations of behaviour for all employees in the IT Department.

We recognise that, because how we behave as individuals and teams affects other people, our behaviour is as important as the tasks that we do.

We want to be explicit about where we want to be: a working environment based on trust (I am trusted and I trust others).

We will develop a culture of trust by acting with integrity; demonstrating respect and being professional.

We believe that in so doing we will improve the service we deliver.
Person Specification

Essential

- Hold a good honours/post graduate degree in computer sciences, a biological or other scientific related discipline or equivalent professional experience.
- Demonstrate significant experience of:
  - working with Storage Technologies (SAN, iSCSI, Software defined)
  - working with research computing systems (including GPGPU clusters) and software preferably in a structural biology or computational biophysics environment.
  - systems administration of Linux (CentOS, RedHat or Ubuntu/Debian).
  - working with VMware vSphere, preferably holding VCP5 or VCP6.
- Demonstrate strong technical understanding of Networking concepts, TCP/IP, DHCP, DNS, VLAN, VPN, Firewalls etc. up to and including 10Gbit fibre networking.
- Demonstrate experience of configuration and management of WWW technologies.
- Demonstrate initiative, motivation and enthusiasm for supporting and advancing research computer applications within the Faculty.
- Demonstrate good organisational skills including the ability to work to tight deadlines, both independently and as part of a team as well as proactively managing competing priorities, while working accurately and with attention to detail.
- Demonstrate excellent communication and interpersonal skills with the ability to interact effectively with both technical and non-technical members of staff and management.
- Demonstrate the ability to lead, manage and work within teams.
- Demonstrate an up to date knowledge of the development in technology relevant to Research Computing.
- Demonstrate willingness to support and uphold the IT Behavioural Framework, and the University of Leeds Values.

Desirable

- Experience of working with IBM GPFS/SpectrumScale is highly desirable.
- Experience of
  - Working with Mac OS
  - VCP
  - RHCE
- Hold ITIL 2011 foundation qualification
Additional Information

The University offers generous terms and conditions of employment, a wide range of benefits, services, facilities and family friendly policies. Full details are available on the Human Resources web pages accessible at [www.leeds.ac.uk/hr](http://www.leeds.ac.uk/hr)

The Partnership

The Partnership has been developed by students and staff and describes the mutual expectations of us all as members of the University of Leeds community. More information about the Partnership is available at [http://partnership.leeds.ac.uk](http://partnership.leeds.ac.uk)

Disclosure and Barring Service checks

A Disclosure and Barring Service (DBS) Check is not required for this position. However, applicants who have unspent convictions, cautions, reprimands and warnings, including any pending criminal proceedings must indicate this in the ‘other personal details’ section of the application form and send details to the Recruitment Officer at disclosure@leeds.ac.uk.

Disabled Applicants

The post is located in the Miall Building. Disabled applicants wishing to review access to the building are invited to contact the department direct. Additional information may be sought from the Recruitment Officer, email disclosure@leeds.ac.uk or tel + 44 (0)113 343 1723.

Disabled applicants are not obliged to inform employers of their disability but will still be covered by the Equality Act once their disability becomes known.

Further information for applicants with disabilities, impairments or health conditions is available in the applicant guidance.

Please note that you will be notified of the progress of your application by automatic e-mails from our e-recruitment system. **Please check your spam/junk mail regularly to ensure that you receive all e-mails.**