



Faculty of Engineering and Computing

JOB DESCRIPTION & PERSON SPECIFICATION

1. JOB INFORMATION

Post Title: **Sustainability Project Leader – Low Energy Buildings (KTP Associate)**

Grade: **KTP Associate**

Salary: **TBC**

Mode: **Full time, fixed term contract 3 years**

Ref No:

The sustainability agenda is now a major driver in many aspects of public policy. This position provides an exciting opportunity to engage with this agenda as part of a KTP project, funded by the Technology Strategy Board (TSB), dedicated to reducing the carbon footprint of the housing sector.

The UK Government aims to reduce CO2 emissions from the UK social housing stock by 80% by 2050. This project involves working with a large provider of social housing to improve energy efficiency of this sector through energy and environment monitoring, technical innovation and home occupant education.

Purpose

To undertake duties to ensure the successful transfer of technology and knowledge, consistent with the project objectives, to the host company.

Main Duties and Responsibilities

- Undertake duties in line with the successful delivery of the KTP Project agreed between the host company and Coventry University.
- Work with the stated aims of the host company, and assist in its strategic development.
- Foster good relations between Coventry University, the host company and its customers and suppliers.
- Take responsibility for the day-to-day running of the KTP project.
- Assist in the project management of the agreed KTP programme, establish a professional relationship with colleagues, and maintain and support a team culture.
- Write, present, and keep records of reports of activities as required by the KTP programme.
- Contribute to your own development activities (CPD).

And such other duties as are within the scope and spirit of the job purpose, the title of the post and its grading.

- .3 **Supervision Received:** Day to day reporting to industrial and academic supervisors
- .4 **Supervision Given:** Contact with senior company management and other employees, as appropriate
- .5 **Contacts:** Company clients and external organisations

3. PERSON SPECIFICATION

| ATTRIBUTES | ESSENTIAL | ADVANTAGEOUS |
|---|---|--|
| <i>Education/ Qualifications</i> | Bachelor's Degree in Electrical Engineering, Computer Science or related discipline (2.1 or higher) | MSc, MPhil or PhD in a related discipline |
| <i>Experience (Paid and Unpaid)</i> | <p>Proven research experience within at least two of the following areas: wireless sensing, information extraction methodologies, human computer interaction (HCI), and educational materials development.</p> <p>Proven experience in developing and implementing embedded systems.</p> <p>Proven experience with statistical data analysis methods and tools.</p> <p>Proven experience with implementation of data stores.</p> | <p>Experience with: prototyping and deploying wireless sensor networks; artificial intelligence methods for pattern recognition; sensor fusion methods; development and delivery of educational packages to the wider public; development of qualitative surveys</p> <p>Experience in training and working with the wide public.</p> <p>Experience with analysing large amounts of data.</p> |
| <i>Research/Publications Special Interests</i> | A track record of at least 2 publications (including reports) in Electrical Engineering or Computer Science subjects (which may include HCI), on a research topic. | <p>Fully refereed papers within the areas of wireless sensing, information extraction and statistical data analysis, human computer interaction (HCI), or educational issues.</p> <p>Interests in the area of HCI with particular emphasis on human behaviour change.</p> |
| <i>Job-related skills/ Aptitudes</i> | <p>Self starter, capable of working independently in a potentially pressured environment.</p> <p>Able to deliver at a high standard and in a timely manner.</p> <p>Ability to store, organize, analyse and interpret sensor data and information.</p> <p>Ability to work to guidelines to achieve objectives.</p> <p>Ability to write reports independently</p> <p>Ability to work cross domain and drawing on information the built environment, HCI, computer</p> | <p>Proven record of independent research work and timely delivery of research results to beneficiaries, in relevant areas.</p> <p>Understanding of user data - collection and analysis.</p> <p>Record of leading research within specific funded projects.</p> |

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| | sciences, electronics and statistics. | |
| Interpersonal Skills | <p>Excellent communicator across all levels of the company and with the public sector (able to communicate with tenants, building managers, housing association staff and technologists in industry and academia at all levels)</p> <p>Personable manner to enable work with tenants and home occupants.</p> <p>Able to organise and facilitate meetings</p> <p>Good Presentation skills</p> <p>Excellent technical writing skills</p> | Proven record of successful interaction with large user groups |
| Other Requirements | UK driving licence | |

4. PROCEDURE FOR APPLICATION AND APPOINTMENT

.1 Canvassing

You must disclose whether you are related to any employee of the University, or to any member of the Governing Body. Canvassing for appointment disqualifies.

.2 Application Forms

Application forms should be completed in black ink or typescript to facilitate photocopying. Please refer to the Guidelines for Applicants for further information on completing the application form.

.3 Referees

Referees must be people who can comment authoritatively on you as a person and as an employee and must include your current or most recent employer or his/her authorised representative. Confidential references are taken up on candidates short-listed for formal appointment interviews.

.4 Interviews

Appointment interviews will be held during **July/August 2010**. Please indicate on your application form dates when you are not available for interview over the eight-week period following the closing date.

.5 Closing Date

The closing date for receiving applications is **20th July 2010**. Applications should be sent in an envelope marked "Confidential" for the attention of the Recruitment Section, HR Department, at the address below.

6. FURTHER INFORMATION AND CONTACT ADDRESS

HR Department
 Priory Street
 COVENTRY
 CV1 5FB

Tel: 024 7688 8120
 Fax: 024 7688 8131
 e-mail: futures.per@coventry.ac.uk

For further vacancies, please visit www.coventry.ac.uk/vacancies

7. COMMUNICATION WITH CANDIDATES

In the interest of economy, the University will only communicate further with short-listed candidates. If you have not been contacted within 6 weeks of the closing date you should assume that you have not been short-listed.

