Job Description and Selection Criteria

<table>
<thead>
<tr>
<th>Job title</th>
<th>Three Postdoctoral Research Assistants in ‘The Analytic Conformal Bootstrap’</th>
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<tbody>
<tr>
<td>Division</td>
<td>Mathematical, Physical and Life Sciences</td>
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<tr>
<td>Department</td>
<td>Mathematical Institute</td>
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<tr>
<td>Location</td>
<td>Andrew Wiles Building, Radcliffe Observatory Quarter, Woodstock Road, Oxford, OX2 6GG</td>
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<tr>
<td>Grade and salary</td>
<td>Grade 7: salary £32,236 - £39,609 p.a.</td>
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<tr>
<td>Hours</td>
<td>Full time</td>
</tr>
<tr>
<td>Contract type</td>
<td>3 years Fixed-term</td>
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<tr>
<td>Reporting to</td>
<td>Professor Luis Fernando Alday</td>
</tr>
<tr>
<td>Vacancy reference</td>
<td>137194</td>
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Additional information

These are full-time positions that cannot be held concurrently with any other substantive post without the explicit permission of the Head of Department.

This position is subject to a 9 month probationary period.

These positions are funded by ERC.

(PLEASE NOTE: Applicants are responsible for contacting their referees and making sure that their letters are received by the closing date)

The Role

The successful candidates will be part of a team exploring and developing different aspects of conformal field theories, and their broad range of applications, with emphasis on analytic results. The PDRAs will work under the supervision of Professor Luis Fernando Alday but will be encouraged to interact with each other and other members of the Mathematical Institute and
Theoretical Physics team. In addition, the team will also be composed by two Dphil. Students. Furthermore, regular visits from and to external collaborators are foreseen.

We invite applications for three Postdoctoral Research Assistant positions, funded by the ERC project ‘The Analytic Conformal Bootstrap’, to work with Professor Luis Fernando Alday at the Mathematical Institute, University of Oxford. These are three year fixed-term positions.

**Responsibilities**

The successful candidate will be expected to:

- Manage own academic research and administrative activities. This involves small scale project management, to co-ordinate multiple aspects of work to meet deadlines
- Adapt existing and develop new research methodologies and materials
- Prepare working theories and analyse qualitative and/or quantitative data from a variety of sources, reviewing and refining theories as appropriate
- Contribute ideas for new research projects
- Develop ideas for generating research income, and present detailed research proposals to senior researchers
- Collaborate in the preparation of research publications, and book chapters
- Present papers at conferences or public meetings
- Act as a source of information and advice to other members of the group on methodologies or procedures
- Represent the research group at external meetings/seminars, either with other members of the group or alone
- Carry out collaborative projects with colleagues in partner institutions, and research groups

It is the policy of the Mathematical Institute to give all PDRAs the opportunity to teach, where the conditions of the grant allow this, and to require teaching if there is a departmental need. Such teaching, if undertaken, will not exceed 3 hours per week for 24 weeks of the year and additional remuneration will be paid. It will normally be delivered as classes, but it might also involve giving lectures or college tutorials. (Postdocs funded on ERC grants are often excluded from all teaching by the grant conditions.)

**Selection criteria**

- Applicants will have, or be close to completing, a Ph.D. in an area related to theoretical or mathematical physics.
• Possess sufficient specialist knowledge in the discipline to work within established research programmes.

• Ability to manage own academic research and associated activities.

• Previous experience of contributing to publications/presentations.

• Excellent communication skills, including the ability to write for publication, present research proposals and results, and represent the research group at meetings.

**Desirable selection criteria**

• Experience of independently managing a discrete area of a research project

• Experience of actively collaborating in the development of research articles for publication

**About the University of Oxford**

Welcome to the University of Oxford. We aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford’s researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

We believe our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, while providing all our staff with a welcoming and inclusive workplace that enables everyone to develop and do their best work. Recognising that diversity is our strength, vital for innovation and creativity, we aspire to build a truly diverse community which values and respects every individual’s unique contribution.

While we have long traditions of scholarship, we are also forward-looking, creative and cutting-edge. Oxford is one of Europe’s most entrepreneurial universities. Income from external research contracts in 2016/17 exceeded £564m and we rank first in the UK for university spin-outs, with more than 130 companies created to date. We are also recognised as leaders in support for social enterprise.

Join us and you will find a unique, democratic and international community, a great range of staff benefits and access to a vibrant array of cultural activities in the beautiful city of Oxford.

For more information please visit [www.ox.ac.uk/about/organisation](http://www.ox.ac.uk/about/organisation)

**The Mathematical Institute**

The Mathematical Institute, as Oxford’s Department of Mathematics is known, is one of the leading mathematics departments in the world. Our mathematical research, impact and environment were all ranked first in the UK in the 2014 Research Excellence Framework exercise, a government review of research in all UK universities. The Mathematical Institute is the focus of research into both fundamental mathematics and its applications, and our inclusive nature and overall size are key factors in the provision of an outstanding research environment for our members. The large number of faculty, postdocs and students in the Mathematical Institute, all supported by excellent facilities, allows us to maintain a critical mass in research groups encompassing a wide spectrum of mathematics, while our integrated nature fosters
collaboration between fields. We also host a large number of academic visitors. Our web pages
(www.maths.ox.ac.uk) provide comprehensive information about all of our activities.

The research activities of the Institute as a whole can be gauged from the web pages of the
research groups and centres within the Institute (www.maths.ox.ac.uk/research). The range of
our research interests is well reflected by the profile of our faculty as listed at
www.maths.ox.ac.uk/people. Many members of the Institute have received prestigious prizes
and other special recognition for their work; some recent examples can be found at

The Mathematical Institute moved into the purpose-built Andrew Wiles Building in the
University’s Radcliffe Observatory Quarter in September 2013. As well as providing offices for
all staff and graduate students, it houses a range of other facilities available to members of the
department, including the Whitehead Library, a large range of meeting rooms, teaching
spaces, lecture rooms, and social spaces, and a small facility for carrying out table-top
experiments. For more information, see www.maths.ox.ac.uk/about-us.

Teaching is central to the life of the Mathematical Institute and we have an annual intake of
approximately 300 undergraduates, some on courses jointly with other departments. We admit
around 150 students each year across five taught master’s degree courses and have over 230
doctoral students in residence at any one time. Our doctoral programme always attracts the
best research students from across the world, and we have a broad mentoring and training
programme. Our provision expanded in 2014 following the award of two EPSRC-funded
Centres for Doctoral Training.

The Mathematical Institute strives to ensure that all staff and students are given the
opportunities and support they need to achieve their potential. We are committed to equality of
opportunities and to advancing women’s careers. We support staff returning from long-term
absence and provide flexible arrangements for staff with parental responsibilities. Further
information about family support can be found in the Standard Terms and Conditions. Our
Good Practice Committee contributes to many aspects of our work, see www.maths.ox.ac.uk/members/good-practice.

As part of the department’s commitment to openness, inclusivity and transparency, we strongly
encourage applications from all who consider they meet the requirements of the post, and
particularly from women and ethnic minorities.

**MPLS Division**

The university’s Division of Mathematical Physical and Life Sciences contains departments that
span the full spectrum of the mathematical, computational, physical, engineering and life
sciences. Between them, they undertake a huge range of fundamental research and develop
application that respond to the great societal and technological challenges of our time.
Research across the Division is increasingly interdisciplinary in nature.

MPLS’s scientists collaborate closely with colleagues in other Divisions across Oxford, with
other universities, research organisations and industrial partners across the globe.

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1 The Mathematical Institute was a founding supporter of the London Mathematical Society’s Good
Practice Scheme (www.lms.ac.uk/women/good-practice-scheme) and have recently been awarded an Athena
SWAN silver award.

137194 Further Particulars final
Our senior researchers have been awarded some of the most significant scientific honours (including Nobel prizes and prestigious titles such as FRS and FREng). The Division is equally proud of its tradition of attracting and nurturing the very best early career researchers, many of whom regularly secure prestigious fellowships.

The Division holds ten Athena Swan Awards (three silver and seven bronze) illustrating its commitment to encouraging women in science research and careers.

For more information visit http://www.mpls.ox.ac.uk/about/about-mpls-division

**How to Apply**

Before submitting an application, you may find it helpful to read the ‘Tips on applying for a job at the University of Oxford’ document, at https://www.ox.ac.uk/about/jobs/research/

If you would like to apply, click on the Apply Now button on the ‘Job Details’ page and follow the on-screen instructions to register as a new user or log-in if you have applied previously. You will also be required to upload a curriculum vitae, list of publications, a statement of research interests and supporting statement. The supporting statement should describe how you meet the selection criteria outlined in the job description.

Please also provide details of two referees, one should include the applicant’s current or most recent employer, whenever possible and indicate whether we can contact them now.

Please upload all documents as PDF files with your name and the document type in the filename.

Applicants should ask their referees to send their letters of reference DIRECTLY to

The Recruitment Administrator (Vacancies)
The Mathematical Institute, Andrew Wiles Building, Radcliffe Observatory Quarter, Woodstock Road, Oxford, OX2 6GG. Tel: 01865 273525: Email: vacancies@maths.ox.ac.uk

by the closing date (a letter by email is sufficient) quoting the vacancy reference 137194. Referees should preferably not, all be from the same institution and whenever possible one should be the applicant’s current, or most recent, supervisor. NOTE: reference letters must be received from your referees by the closing date for your application to be complete.

All applications must be received by 12:00 noon UK time on Monday 26th November 2018

<table>
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<tr>
<th><strong>Information for priority candidates</strong></th>
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<tr>
<td>A priority candidate is a University employee who is seeking redeployment because they have been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing departments.</td>
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<tr>
<td>If you are a priority candidate, please ensure that you attach your redeployment letter to your application (or email it to the contact address on the advert if the application form used for the vacancy does not allow attachments)</td>
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</tbody>
</table>

Should you experience any difficulties using the online application system, please email recruitment.support@admin.ox.ac.uk. Further help and support is available from
www.ox.ac.uk/about_the_university/jobs/support/. To return to the online application at any stage, please go to: www.recruit.ox.ac.uk.

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

Important information for candidates

Pre-employment screening

Please note that the appointment of the successful candidate will be subject to standard pre-employment screening, as applicable to the post. This will include right-to-work, proof of identity and references. We advise all applicants to read the candidate notes on the University’s pre-employment screening procedures, found at: www.ox.ac.uk/about/jobs/preemploymentscreening/.

Data Privacy

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University’s Privacy Notice for Job Applicants at: www.admin.ox.ac.uk/councilsec/compliance/gdpr/privacynotices/job/. The University’s Policy on Data Protection is available at: www.admin.ox.ac.uk/councilsec/compliance/gdpr/universitypolicyondataprotection/.

The University’s policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for all academic posts and some academic-related posts. From 1 October 2017, the University has adopted an EJRA of 30 September before the 69th birthday for all academic and academic-related staff in posts at grade 8 and above. The justification for this is explained at: www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/. For existing employees, any employment beyond the retirement age is subject to approval through the procedures: www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/

There is no normal or fixed age at which staff in posts at grades 1–7 have to retire. Staff at these grades may elect to retire in accordance with the rules of the applicable pension scheme, as may be amended from time to time.

Equality of Opportunity

Entry into employment with the University and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.
Benefits of working at the University

University Club and sports facilities

Membership of the University Club is free for all University staff. The University Club provides social, sporting and hospitality facilities. Staff can also use the University Sports Centre on Iffley Road at discounted rates, including a fitness centre, powerlifting room, and swimming pool. See www.club.ox.ac.uk and www.sport.ox.ac.uk/oxford-university-sports-facilities.

Information for international staff

The University offers support and advice to international staff, including a visa loan scheme to cover the costs of UK visa applications for staff and their dependents. See www.admin.ox.ac.uk/personnel/permits/reimburse&loanscheme/.

Information for staff new to Oxford

If you are relocating to Oxfordshire from overseas or elsewhere in the UK, the University's Welcome Service website includes practical information about settling in the area, including advice on relocation, accommodation and local schools. See www.welcome.ox.ac.uk.

The University of Oxford Newcomers' Club

The University of Oxford Newcomers' Club is an organisation run by volunteers that aims to assist the partners of new staff to settle into Oxford and to provide them with an opportunity to meet people in the area. See www.newcomers.ox.ac.uk.

Childcare

The University has excellent childcare services with five University nurseries, as well as University-supported places at many other private nurseries. For full details including how to apply and the costs, see www.admin.ox.ac.uk/childcare.

Family-friendly benefits

The University subscribes to My Family Care service through which staff are eligible to register for emergency back-up childcare and adultcare services, a 'speak to an expert' advice service and a wide range of guides and webinars through a website called the Work+Family space. See: www.admin.ox.ac.uk/personnel/staffinfo/benefits/family/mfc/.

Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. For further details, including information about how to make contact, in confidence, with the University’s Staff Disability Advisor, see www.admin.ox.ac.uk/eop/disab/staff.

Staff networks

The University has a number of staff networks including the Oxford Research Staff Society, BME staff network, LGBT+ staff network and a disabled staff network. You can find more information at www.admin.ox.ac.uk/eop/inpractice/networks/.
Additional benefits

Staff can enjoy a range of other benefits and discounts, including free entry to the Botanic Gardens and University colleges, and discounts at University museums. See [www.admin.ox.ac.uk/personnel/staffinfo/benefits](http://www.admin.ox.ac.uk/personnel/staffinfo/benefits).