

# Pharmaceutical Formulation and Development Specialist (KTP Associate)

Department	Strathclyde Institute of Pharmacy and Biomedical Sciences ( <a href="http://www.strath.ac.uk/sipbs/">www.strath.ac.uk/sipbs/</a> ) in association with Lamellar Biomedical Limited ( <a href="http://www.lamellar.com">www.lamellar.com</a> )		
Faculty	Faculty of Science ( <a href="http://www.strath.ac.uk/science/">www.strath.ac.uk/science/</a> )		
Staff Category	Knowledge Transfer Partnership (KTP)	Reference No	I64771
Reports To	Professor Yvonne Perrie (SIPBS); Dr Margaret Courtney (Lamellar)	Grade:	RS79
Salary Range:	£30k-£33k p.a. plus £4k development budget (the max within budget is £33.2k)	Contract Type:	Fixed Term (24 months)
FTE:	1	Closing Date	Sunday, 25 November 2018

## Job Advert

This 24 month post is based in Lamellar Biomedical Limited, which is located in central Scotland at Maxim Park, Eurocentral, MLI 4WR in partnership with Strathclyde Institute of Pharmacy and Biomedical Sciences. You should possess a PhD in Pharmaceutical Sciences or a related field and have experience in working in drug formulation/pharmaceutics. You will be responsible for formulation and design of LAMELLASOME™ vesicles in a range of formats. You will also be responsible for coordinating activities between the academic and company bases; maintaining excellent records including a project database and embedding project knowledge back into the company base. Experience of working in drug product formulation is essential, and experience of working in a GMP/GLP and/or industrial environment is desirable. Experience of formulating and characterising lipid delivery systems would be advantageous. You will possess excellent communication and problem solving skills and a strong ability to plan, organise and work in team. This position forms part of a Knowledge Transfer Partnership (KTP). To find out more about KTP please visit: [www.ktpws.org.uk](http://www.ktpws.org.uk).

It is anticipated that following this 24-month appointment, there may be the opportunity for the candidate to be offered future employment directly with Lamellar Biomedical. Lamellar Biomedical is a biotechnology company developing new medical products using the capabilities of their proprietary LAMELLASOME™ technology. LAMELLASOME™ technology has been used to form multiple platform technologies in the areas of chronic fibrosis, infection and a targeted therapeutic approach to serious and rare diseases.

The position will provide the unique opportunity for an enthusiastic graduate to be instrumental in the formulation, development and characterisation of novel LAMELLASOME™ products. Further details are available by contacting either Prof Yvonne Perrie ([yvonne.perrie@strath.ac.uk](mailto:yvonne.perrie@strath.ac.uk)) or Karen Hutcheson ([hutchesonk@lamellar.com](mailto:hutchesonk@lamellar.com)).

The position includes extensive professional development opportunities and a generous personal development budget. With the support of academic experts and a KTP Adviser this is an unique opportunity which offers an extremely interesting, varied and challenging role.

## Job Description

### Brief Outline of Job:

The successful candidate, supported by academic staff at the University of Strathclyde, will develop lipid based formulations including LAMELLASOME™ technology. They will be expected to work as part of a multi-disciplined team informing and influencing both at a technical and managerial level. The successful candidate will be responsible for development and characterisation of new formulations, maintaining accurate records and preparing supporting documentation for subsequent pre-clinical testing for subsequent development as healthcare products.

### Main Activities/Responsibilities:

1.	Formulation and development of lipid-based formulations
2.	Evaluation of formulation performance using relevant methodology
3.	Coordinating activities between the academic and company bases.
4.	Embedding knowledge within the company base.
5.	Maintain the project data base and comply with data management plan.
6.	Prepare and deliver regular project progress presentations to a variety of stakeholders including senior management, KTP staff and academic staff.
7.	Liaise and communicate clearly with Lamellar Biomedical management throughout the project
8.	Producing milestone reports and presenting work at project review meetings
9.	Completion of KTP Final Report
10.	Involvement in dissemination activities including trade publications, case studies, academic papers and external presentations.

## Person Specification

### Educational and/or Professional Qualifications

(E=Essential, i.e. a candidate must meet all essential criteria to be considered for selection, D=Desirable)

E1 PhD in Pharmaceutical Sciences or relevant chemical/life sciences/biomedical field

E2 A degree in an appropriate discipline

E3 A proficiency level in English of C1 or higher if English is a second language

### Experience

E4 Knowledge in drug delivery/formulation

E5 Experience in lipid-based dosage formulation development

E6 Familiarity with a variety of analytical techniques (eg particle size analysis, HPLC, lipid quantification, rheology and microscopy)

E7 Strong laboratory/experimental experience and skills with data interpretation

E8 Operational knowledge of lipid formulation and manufacture, particle analysis, drug release and quantification preferred.

D1 Experience of GLP/GMP would be desirable

D2 Experience of working in the pharmaceutical industry would be desirable

### Job Related Skills and Achievements

E9 Problem solving skills

E10 Strong presentation and reporting skills

E11 Strong understanding of laboratory health and safety protocols

E12 Experience in report writing

E13 Ability to work under pressure and meet deadlines

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## Personal Attributes

E14 Excellent verbal and written communication skills

E15 Excellent project planning and organisation skills

E16 Strong interpersonal skills with an ability to interact effectively with management, staff and clients

E17 Self-motivated, enthusiastic and confident with the ability to influence people

E18 Excellent practical skills and understanding of how to approach formulation development in a methodical manner

E19 Ability to multitask, collaborate and prioritise workloads

E20 Sound computing skills with a familiarity of Microsoft office and project planning tools

E21 Meticulous data collector

E22 Ability to effectively communicate/pharmaceutical and technical information

E23 Desire to drive a new area of product development for the company

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## Other Relevant Factors

D3 Holds a current full UK driving license

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## Application Procedure

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Applicants are required to complete an application form including the name of three referees who will be contacted before interview without further permission, unless you indicate that you would prefer otherwise. Applicants should also submit a Curriculum Vitae and a covering letter detailing the knowledge, skills and experience you think make you the right candidate for the job. Applicants should also complete the Equal Opportunities Monitoring Form.

## Other Information

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Further information on the application process and working at Strathclyde can be found on our website (<http://www.strath.ac.uk/hr/workforus>).

This position forms part of the Knowledge Transfer Partnership (KTP) funded by Innovate UK. To find out how KTP works with business and the University, and the vital role you will play if you successfully secure a KTP Associate position, please visit [www.ktpws.org.uk](http://www.ktpws.org.uk).

Informal enquiries about the post can be directed to Professor Yvonne Perrie, ([Yvonne.perrie@strath.ac.uk](mailto:Yvonne.perrie@strath.ac.uk) / 0141 548 2244).

### Rewards and Benefits

Our staff have access to a wide range of outstanding benefits that include financial rewards, family friendly and wellbeing benefits and career development opportunities, details of which can be found [here](#).

### Conditions of Employment

Conditions of employment relating to the KTP Associate staff category can be found at: [Conditions of Employment](#).

### Probation

Where applicable, the successful applicant will be required to serve a 6 month probationary period.

### Pension

The successful applicant will be eligible to join the Universities' Superannuation Scheme. Further information regarding this scheme is available from [Payroll and Pensions](#).

### Relocation

Where applicable, the University offers a relocation package to support new employees who meet the eligibility criteria. The relocation package is offered as a contribution towards costs incurred, and is designed to be flexible, allowing staff to use the financial support available in the way that will be most helpful to them. Further details are outlined in the Relocation Policy.

### Equality and Diversity

We value diversity and welcome applications from all sections of the community.

The University currently holds a Bronze Athena SWAN award, recognising our commitment to advancing women's careers in science, technology, engineering, maths and medicine (STEMM) employment in academia.



# Conditions of Employment

## KTP Associates



### 1. GENERAL CONDITIONS

Members of staff are subject to the Charter and Statutes and the Ordinances and Regulations of the University, published in the Calendar, and to any amendments or additions thereto approved by the University Court and, in the case of the Charter and Statutes, Privy Council.

The University Court recognises the Strathclyde University and Colleges Union (SUCU) as the sole body with which it will negotiate and consult on all collective issues concerned with the terms and conditions of employment of Research staff. Such terms and conditions may be varied by the University Court after negotiation and consultation with SUCU.

The University operates probationary periods for new staff, the duration of which will be specified in individual letters of appointment. The normal probation period for posts in this staff category is 6 months. Further guidance on probationary procedures is published at <http://www.strath.ac.uk/staff/policies/hr/>.

Further information on the terms and conditions specified in this document and other staffing policies and procedures can also be found at [www.strath.ac.uk/hr](http://www.strath.ac.uk/hr).

Further information on the terms and conditions specified in this document is contained in the Staff Handbook, which also includes further details of such conditions as provision for sick/injury leave and pay, leave of absence, holidays and holiday pay, individual grievance procedures, review and disciplinary procedures and collective agreements. Should you not receive a copy of the handbook on appointment a reference copy is accessible by visiting Human Resources.

### 2. CONTINUOUS SERVICE

In the case of new appointments, unless otherwise stated in the letter of appointment, the date of continuous employment for the purposes of statutory employment rights will be taken to be the date of appointment contained therein. In the case of promotions, regradings or transfers, previous service is continuous.

### 3. ALLOCATION OF POST

The post to which each member of staff is appointed is allocated to both the University Department and/or other area(s), and the Company Partner named in the member's letter of appointment and any accompanying papers. Should the University Court and/or the Company Partner deem it necessary, in the furtherance of the objectives of the University (specified in its Charter) and/ or the objectives of the Company Partner, they shall, having consulted with the parties concerned and having received the advice of the Senate, re-allocate the post and/or the duties pertaining partially or wholly to it to another University department or area and/or to another Company Partner Department or to an associated Company. Any such re-allocation will be without prejudice to the other conditions of employment of the holder.

If the need arises during the course of employment for members of staff to work outside the U.K. for a period (or periods) of more than one month then such arrangements will be subject to mutual agreement. Members of staff would then be provided with a statement in advance setting out the terms covering such periods of employment.

### 4. RESPONSIBILITY AND SERVICE

The University is committed to ensuring that its business is conducted in an open and transparent manner and will take all appropriate steps to address risks of bribery or corruption. Members of staff are required at all times to act honestly and with integrity and to safeguard the resources for which they are responsible. The University has in place a robust Public Interest Disclosure (Whistleblowing) Policy to enable concerns to be brought to its attention. This is available at

<http://www.strath.ac.uk/publicinterestdisclosure/>. Other relevant policies, e.g. Fraud Prevention and Conflicts of Interests can also be found on the University's website.

Each member of staff is responsible for the proper performance of allocated duties to the person or persons specified in the member's letter and any accompanying papers. Unless otherwise indicated.

### 5. WORKING TIME

Working time is that required to fulfil the duties of the post and members of staff are expected to comply with the general working pattern of the KTP Company Partner. Further details in relation to working hours will be provided within the offer of employment and/or by the Company Partner on commencement of employment.

### 6. HOLIDAYS

Entitlement to accrue paid annual holiday will apply from the date of commencement and the accrual rate will be as per the provisions of the KTP Company Partner. Public Holidays will only apply where they are observed by Company Partner and it may be that these have to be taken from the annual leave entitlement where the Company does not apply a separate entitlement in this regard. Where Public Holidays are not observed by the Company Partner, these days may still be taken from the annual holiday entitlement, subject to authorisation. In cases where the Company Partner operates a period of annual closedown, these days may count against the accrued annual holiday entitlement, subject to the normal practices of the Company Partner. Further details and arrangements for requesting leave will be confirmed within the Offer of Employment and/or by the Company Partner on commencement of employment.

### 7. SICK LEAVE

During any period of absence through illness or injury provided the appropriate medical certificates are received the University will pay a member of staff (having taken account of the aggregate of all periods of absence due to illness during the twelve months immediately preceding the first day of the current absence) as follows:

Period of Continuous Employment at start of absence from work	Full Pay	Half Pay
Less than 1 year	1 month	1 month
1 year but less than 2 years	2 months	2 months
2 years but less than 3 years	4 months	4 months
3 years but less than 5 years	5 months	5 months
5 years or more	6 months	6 months

In order to manage the University's sick pay scheme the University requires to maintain sickness absence records on individual members of staff. When making payments after the expiry of statutory sick pay the University will deduct an amount equivalent to any benefit normally payable by the Department of Health and Social Security. For this and other details see staff handbook.

### 8. SALARY AND SUPERANNUATION

Salaries are payable monthly by means of a credit transfer to a specified bank account.

New members of staff, aged under 75, will be admitted automatically to membership of the Universities Superannuation Scheme (USS) on taking up appointment. If you are already in receipt of a USS pension you will join USS in accordance with pension auto-enrolment regulations. USS

requires a contribution from the member, currently 8 per cent of pensionable salary. A contribution, currently 18 per cent of pensionable salary, is paid by the University. From 1 April 2016 all members are part of the career revalued benefits scheme called the USS Retirement Income Builder. From 1 October 2016 a threshold, initially of £55,000 a year, will apply to the maximum salary that counts towards the USS Retirement Income Builder. From the same date a new defined contribution section of the scheme called USS Investment Builder will open and any contributions above the threshold will be invested in this section. The exception to automatic membership of the pension scheme applies if your post is located out with the UK in an EU member state. If this is the case membership of USS is not available to you.

New members of staff may opt out of USS within three months of taking up appointment and will then be treated as if they had never been a member of the scheme. After three months members of staff who wish to withdraw from USS during their employment will be required to give a minimum of 28 days' notice in writing to the University. Any member of staff who wishes to opt out should contact the Pensions Section, Finance, in the first instance ([pensions@strath.ac.uk](mailto:pensions@strath.ac.uk)). Please note that if you are a member of Pensions Plus and withdraw from USS with less than two years of membership, or cease employment with the University and have less than two years of USS membership, the option of a refund of pension contributions will not be available to you. Instead, USS must provide you with a pension benefit that is payable from your retirement date.

The University reserves the right to alter or withdraw Pensions Plus as it sees fit or as required to comply with legislative changes. Withdrawal or amendment of Pensions Plus will not affect your membership of USS. If you do not wish to participate in Pensions Plus but wish to remain in the pension scheme please contact the Pensions Team who will provide you with a non-participation form.

Information regarding pension scheme membership can be found on the Pensions pages of the University's website. Full information regarding USS can be found on the USS website – [www.uss.co.uk](http://www.uss.co.uk)

## **9. PLACE OF RESIDENCE**

The University does not normally place specific restrictions upon the place of residence of members of staff. They are, however, expected to reside in a location which is compatible with the satisfactory fulfilment of all the duties associated with their appointment and with membership of the academic community.

## **10. PERIOD OF EMPLOYMENT**

Members of staff are employed on the conditions indicated in individual letters of appointment and any accompanying papers. The University is not obliged to give notice of termination or continue any employment beyond the end of the fixed term period. Where the period of the contract of employment is for one year or less it may be terminated short of the fixed term period by 1 month's notice on either side. Where the period of the contract of employment is for more than one year, or where there have been a further contract or series of contracts immediately consecutive, the employment may be terminated short of the fixed term period by 3 months' notice on either side, except during the probationary period when the notice period is one month.

## **11. NOTICE AND TERMINATION**

The employment of a member of staff is terminable by at least three months' notice in writing, on either side; except during probationary period when the notice period is one month. If notice is being given by a member of staff earlier release may be granted if this can be arranged without detriment to the work of the department or area. If the appointment is for a fixed term it will expire at the end of the period without the necessity for notice. Fixed term contracts may be terminated by either party short of the expiry date by the serving of one months' notice in writing. The University is not obliged to continue a fixed term appointment beyond the employment period.