

THE POST

College/Service:	College of Humanities
Post:	Postdoctoral Research Associate
Reference No:	P60137
Grade:	E
Reporting To:	Head of History

Job Description

Main purpose of the job:

To conduct archival research in relevant countries, prepare transcriptions and translations of selected material, produce at least two article-length publications, assist in the editorial process of these publications, participate in all academic events of the project, and undertake administrative tasks as necessary to support the project '[Forms of Law in the Early Modern Persianate World, 17th-19th centuries.](#)'

Main duties and accountabilities:

1. To undertake research as appropriate to the field of study including:
 - Using appropriate research techniques and methods for answering the research questions central to the project, working under the supervision by the PI;
 - Using initiative and creativity to identify areas for research, developing new research methods and extending the research portfolio;
 - Using creativity to analyse and interpret research data and draw conclusions on the outcomes;
 - Making academic contributions to the Digital Humanities aspect of the project;
 - Writing up research work for publication;
 - Making presentations at national and international conferences and similar events;
 - Dealing with problems which may affect the achievement of research objectives and deadlines;
 - Analysing and interpreting the results of own research and generating original ideas based on outcomes
 - Developing research objectives and proposals for own or joint research that will extend the achievements of the current project.
2. To work in collaboration with colleagues as appropriate to the field of study including:
 - Contributing to collaborative decision making within the project's research group;
 - Contributing to the production of collaborative research reports and publications.
 - Preparing papers and presenting information on research progress and outcomes to bodies supervising research, e.g. steering groups.
3. To communicate complex information, orally, in writing and electronically.
4. To contribute to the preparation of scientific and financial reports for reporting to the funding body.

5. To contribute to the planning of research projects within the current project and beyond.
6. To use research resources, laboratories and workshops as appropriate and to take responsibility for reducing hazards and for the health and safety of others. Where appropriate, will also be responsible for conducting risk assessments.
7. To monitor research budgets as appropriate.
8. To engage in continuous professional development and to be responsible for continually updating knowledge and understanding in field of study or specialism and for developing skills.

This job description summarises the main duties and accountabilities of the post and is not comprehensive: the post-holder may be required to undertake other duties of similar level and responsibility. Please visit the Human Resources website to view the Research Fellow role profiles.

Person Specification

Competency	Essential	Desirable
Attainments/Qualifications	PhD (or nearing completion) or equivalent qualification/experience in a related field of study.	
Skills and Understanding	<p>Sufficient knowledge in the discipline and of research methods and techniques to work within established research programmes.</p> <p>Advanced knowledge of, and manuscript reading skills in one of the following three South Asian languages: Rajasthani; or Marathi or Gujarati; or another south Asian language relevant to the project, and in which there is evidence of existence of relevant source materials</p> <p>Beginner's knowledge of Persian</p> <p>Understanding of Indo-Persian writing cultures, especially in administration and law, and their multi-lingual aspects</p>	<p>Evidence of research activity and published research.</p> <p>Ability to read Persian manuscript materials</p>
Prior Experience	Understanding of health and safety legislation	Experience of contributing to digital humanities projects
Behavioural Characteristics	<p>Excellent written and verbal communication skills</p> <p>Able to communicate material of a specialist or highly technical nature.</p> <p>Able to manage research and administrative activities and to balance the competing pressures of research and administrative demands and deadlines.</p> <p>Able to liaise with colleagues, especially within an international and multi-sited team</p>	

	<p>Able to build contacts locally, nationally and internationally, with researchers and archivists, and participate in internal and external networks for the exchange of information and collaboration.</p> <p>Able to identify potential sources of funding for future or supplementary projects</p> <p>Willingness to actively participate as a member of a research team, and to intellectually engage with relevant research beyond one's immediate field of expertise</p> <p>Engage in continuous professional development, and receive paleographic training if so directed by the PI.</p> <p>Understand equal opportunity issues as they may impact on areas of research content</p> <p>Where appropriate to the role, willingness to undergo training in order to acquire digital humanities skills, linguistic skills and skills to conduct risk assessments</p>	
Circumstances	<p>Willing to work flexibly to achieve project demands</p> <p>Willingness and ability to travel extensively to locations in UK, Europe, India and elsewhere in the world as required by the project and subject to risk assessment</p>	

Terms & Conditions

Our Terms and Conditions of Employment can be viewed [here](#).

Further Information

Please see our [website](#) for further information on working at the University of Exeter.