

## Placement Student: Formulation (Generic) - Job Description

### Role Purpose:

Prepare, test and report elements in Formulation projects, in line with formulation strategy and industry needs, in order to contribute to the realisation of project objectives.

### Key Responsibilities:

- Embrace and role model the desired behaviours to exemplify our Company values, promoting an ethical, positive company culture.
- To maintain consistent and documented compliance with all relevant Safety, Health and Environmental (SHE), Good Manufacturing Practice (GMP), Data Integrity (DI), quality and best practice requirements.
- To be responsible for discussing project needs; setting up, planning, and executing scientific experiments and reporting results to agreed timescales.
- To be responsible for agreeing weekly work plans with line manager and project manager(s) and delivering plan to agreed schedule.
- To be responsible for providing clearly documented records of technical data, decisions, methodologies, planning and software use in an agreed format.
- Contribute to the delivery of formulation projects through the delivery of formulation knowledge.
- To be responsible for applying formulation equipment and characterisation techniques to demonstrate material properties.
- Responsible for general laboratory housekeeping.
- Responsible for the purchasing of chemicals, equipment, and other items as and when required.
- To share professional knowledge with colleagues and be responsible for own continuous professional development.
- Contribute to a culture of continuous capability development within teams in alignment with company strategy and project deliverables.

**Direct reports:** No direct reports

### Person specification

#### Education / Qualifications:

Essential:	Desirable:
Educated to A-Level (or equivalent) in Chemistry, Physics, Engineering, Biologics, or a related subject	

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Competencies and behaviours	
Leadership (Core)	Decision Making (Core)
<ul style="list-style-type: none"> <li>Respects and values our diverse people and the differing talents, skills, and backgrounds that they bring to projects and day-to-day work.</li> <li>Has a positive influence on those they are in contact with.</li> <li>Gains the respect and confidence of colleagues and supports them in achieving their goals and targets.</li> <li>Aligns their behaviours and actions to our PRIDE values, vision, and goals.</li> </ul>	<ul style="list-style-type: none"> <li>Within area of expertise recognises, identifies, and defines problems.</li> <li>Generates and evaluates alternatives, draws conclusion, and analyses risk.</li> <li>Takes timely and correct action using established methods to ensure effective solutions are implemented by working as a team and with and focused outcomes to be delivered.</li> </ul>
Communication (Core)	Developing self and others (Core)
<ul style="list-style-type: none"> <li>Communicates in a clear and concise manner, covering all relevant points in a timely manner.</li> <li>Uses the appropriate route and format to communicate.</li> <li>Confirms understanding of others communication.</li> <li>Asks questions to understand other people's viewpoints, keeping an open mind and embracing new ideas.</li> </ul>	<ul style="list-style-type: none"> <li>Knows own career aspirations and clearly communicates them to relevant colleagues whilst actively working to achieve goals.</li> <li>Sets personal development goals and deploys strengths to achieve them.</li> <li>Takes responsibility for one's own performance and actions and invites and incorporates feedback from a variety of sources.</li> <li>Regularly reflects on own capabilities to identify development priorities.</li> </ul>
Collaboration (Core)	Delivery (Core)
<ul style="list-style-type: none"> <li>Establishes effective working relationships with other colleagues.</li> <li>Builds and maintains a network of internal and external contacts.</li> <li>Actively seeks, values, and incorporates different views and ideas to broaden their prospective, embracing differing perspectives and unconventional ideas.</li> </ul>	<ul style="list-style-type: none"> <li>Plans, prioritises, and leads own area of work to deliver specified and agreed outcomes (time and standard).</li> <li>Accurately scopes out length and difficulty of tasks, and repeatedly estimates correct amount of time needed for tasks.</li> <li>Refers to lessons learnt from other projects/ tasks with related scope.</li> <li>Acts with minimal supervision or direction by being purposely</li> </ul>

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	<p>empowered to make decisions when needed.</p> <ul style="list-style-type: none"> <li>• Pays attention to detail and delivers accurate and high-quality outputs.</li> </ul>
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### Knowledge and Experience:

Essential:	Desirable:
Working knowledge and broad experience of IT packages, particularly Outlook, Word, Excel, and PowerPoint.	Experience in operating formulation equipment and/or instrumentation.
Will have demonstrated, laboratory experience in Chemistry, Physics, Engineering, or a related field.	