University of Edinburgh

Job Description: Principal Consultant

1 Job Details

Job title: Principal Consultant
School: School of Physics
Unit: EPCC
Line manager: Project Manager, Group Manager

2 Job Purpose

Providing leadership and consultancy to ensure delivery on EPCC’s academic and industrial projects for academic and industrial clients of EPCC (and the University). Working with minimal supervision and demonstrating outstanding value.

3 Main Responsibilities

Approx. % of time

1. Providing significant experience and expertise to ensure the success of the centre’s novel computing projects 40

2. Managerial and/or technical leadership of projects to produce high quality deliverables using best practice 25

3. Supervising and mentoring for more junior staff to enhance their development and skills 15

4. Independent organisation of personal workload and time to deliver results with minimal supervision 10

5. Communicating effectively with project stakeholders and students to disseminate knowledge and enhance the reputation of EPCC and the University 10

4 Planning and Organising

- Producing or contributing to workplans for projects for 6-12 months, taking into account internal and external factors.
- Planning workload over the next 1-2 months to successfully balance the needs of multiple competing demands.
- Organising the workload of other staff working in the same areas.

5 Problem Solving

- Determining the optimal approach to addressing problems encountered during the course of a project.
- Solving the challenges associated with novel projects using leading-edge technology.
- Identification of key technical risks on a project and approaches to address these.

6 Decision Making

- Taking responsibility for decisions related to the direction of projects.
- Advising the centre’s senior management on decisions that may have significant financial implications.
7 Key Contacts/Relationships
- Representing the University at national and international level in project technical fields, for instance at conferences, workshops and by general contacts.
- Communicating with managerial and technical staff from other project stakeholders.
- Reporting to the centre’s senior management and to external organisations and funding bodies.

8 Knowledge, Skills and Experience Needed for the Job
- Appropriate degree-level qualification and at least 5 years relevant postgraduate experience.
- Significant knowledge and experience of project processes, technical design, HPC and/or novel computing.
- The job-holder must be able to show substantial flexibility in learning new skills and in applying their skills to new areas.

9 Dimensions
The job-holder will be involved in a number of important leadership activities within EPCC. These may include:
- Responsibility for projects worth in excess of £100K per annum.
- Technical leadership on around 2 projects per annum.
- Line management for up to 5 technical developers.

10 Job Context and any other relevant information
- The centre works on leading-edge projects which involve significant novelty in both the technology and the approach to solving the problems.
- The job-holder has demonstrated their outstanding value to the centre on a number of such projects.
- The job-holder takes leadership roles with high external visibility.