

RECRUITMENT PACK



This document includes the following information:

- Job Description
- Person Specification
- Additional information

Making an application:

Please complete the short on-line application form, which includes some standard questions, and attach the following documents. (Shortlisting is undertaken by a panel after the closing date on the basis of information provided.)

- a. A covering letter - explaining why you are interested in this post, and giving examples to demonstrate how you meet the requirements of the job as outlined in the Person Specification.
 - b. A curriculum vitae - giving full details of your qualifications and experience to date.
- Links to Guidance Notes and Frequently Asked Questions can be found on the Search Results page. These pages will open in a new window.
 - **We recommend that you take a copy of this recruitment pack to help with your preparation.**

A commitment to sustaining an inclusive and diverse community is one of the University's Core Values and we are keen to address any imbalances in our workforce.

The University of Essex is proud to be part of the Disability Confident scheme and is committed to supporting diversity and equality, representative of our inclusive community. As part of our commitment to this scheme any candidate who has a disability and meets all the essential criteria for the role will be offered an interview. We also work in partnership with national disability organisation **AccessAble** who provide detailed online access guides to many of our campus buildings and facilities which you may find useful.

Please note: We are only accepting on-line applications for this post. However, if you have a disability that makes it difficult for you to provide us with information in this way, please contact the Resourcing Team (01206 876559) for help.

Closing Date: 02 October 2019

Interviews are planned for: TBC



JOB DESCRIPTION – Job ref REQ02945

Job Title:	AI Platform Innovation Lead (KTP Associate)
Contract:	Full-time, Fixed-term for 28 months. The position is fixed-term due to being part of a government funded innovation programme, however there may be potential to continue in employment with the company partner following the completion of the KTP.
Hours:	37.5 hours per week (standard working week for host company)
Salary:	£32,500 - £38,500 per annum
Department/School/Section:	Essex Business School
Responsible to:	Dean of Essex Business School
Responsible to on a day to day basis:	Academic Supervisor, University of Essex Company Supervisor, Filament
Location:	The post will be based at: Filament Consultancy Group Ltd Cargo Works 1-2 Hatfields London SE1 9PG

Purpose of the Job:

The University of Essex in partnership with Filament Consultancy Group Ltd offers an exciting opportunity to a graduate with the relevant skills and knowledge to evaluate and implement optimised commercial models for software tooling platforms, in the arena of Artificial Intelligence (AI).

This post is fixed term for 28 months and is based at Filament Consultancy Group Ltd offices in London.

Duties of the Post:

The main duties of the post will include:

- Explore and review of the emerging literature on the application of AI and software as a solution (SaaS) in an open source environment.
- Advise the company on how it can profit from the application of technology, achieve competitive advantage, and create and capture value in an open service environment.
- Research and analyse the company's current market position and make recommendations based on findings.
- Undertake qualitative research with internal and external stakeholders
- Undertake quantitative analysis of company datasets, such as sales data and client profiles and report on findings, making recommendations
- Conduct analysis of the company's employee management and leadership techniques, with a view to optimising them against best practice
- Develop and test business models and commercialisation strategies for open source platforms, leveraging opportunities for partnerships.

- Management of project budgets, specifically travel, consumables, and personal development budgets.
- Collaboration with the academic team on the preparation of academic journal publications and presentation of results at selected academic and professional conferences.
- Provide regular updates on progress to the project team via oral and written reports and presentations.

Any other duties as may be assigned from time to time by the University of Essex Head of Department or their nominee.

BENEFITS

As a KTP Associate, the post will offer the following benefits:

- A personal development budget of £4,667 (exclusive of salary).
- Management training and mentoring by an Innovate UK KTP Adviser.
- An interesting and challenging role, with exposure to a variety of stakeholders.
- Full access to university resources to complete the project.
- World-leading Academic and Company project supervision, with project support by a dedicated, sector leading KTP Office.

These duties are a guide to the work that the post holder will initially be required to undertake. They may be changed from time to time to meet changing circumstances.

July 2019

PERSON SPECIFICATION

JOB TITLE: AI Platform Innovation Lead (KTP Associate)	POST REF: REQ02945
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Qualifications /Training

	Essential	Desirable
▪ An advanced degree in business administration, management, marketing strategy or related fields, or an equivalent level of experience.	X	
▪ An MBA or PhD.		X

Experience/Knowledge

	Essential	Desirable
▪ Commercial experience working in a start-up environment or the software industry, to accelerate the learning phase of the project.	X	
▪ Understanding of the current state-of-the-art in management research trends and direction.	X	
▪ Experience in delivering actionable marketing plans with technical detail.	X	
▪ Understanding of or interest in the commercialisation of software-as-a-service and product evolution in the software sector, specifically with regard to open-source commercialisation strategies.	X	
▪ An interest in business scaling strategy and the challenges of scaling a start-up business.	X	
▪ Demonstrated experience of understanding the nature of technology, open source, SaaS and AI.	X	
▪ Excellent understanding of qualitative (preferably Atlas and/or NVivo) and/or quantitative methods (AMOS/SEM)	X	
▪ Commercial data science experience.		X
▪ Knowledge and interest in data visualisation for a non-technical audience.		X

Skills/Abilities

	Essential	Desirable
▪ Experience and interest in the start-up environment.	X	
▪ Dynamic and self-motivated.	X	
▪ Excellent interpersonal and communication skills (oral and written)	X	
▪ Ability to work on own initiative and work collaboratively as part of a team.	X	
▪ Excellent time management skills.	X	
▪ Good command of written and spoken English.	X	
▪ Ability to multitask between different activities.	X	
▪ Project management and leadership experience.		X



Other

	Essential	Desirable
▪ An understanding of, and commitment to, equality and diversity	X	
▪ Can meet the requirements of UK 'right to work' legislation*	X	
▪ Willingness to travel to various sites, within the UK and abroad	X	

* The University has a responsibility under the Asylum, Immigration and Nationality Act 2006 to ensure that all employees are eligible to work in the UK. Prior to commencing employment, the successful candidate will be asked to provide documentary evidence to this effect. The University may be able to offer Tier 2 Sponsorship for this role. For further information about UK immigration requirements please follow this link <https://www.gov.uk/government/organisations/uk-visas-and-immigration>

WORKING AT THE UNIVERSITY OF ESSEX

The University of Essex is proud to be:

A leading academic institution with an international reputation for the quality of its research and teaching and an international community that is committed to equality and diversity.

Knowledge Transfer Partnerships (KTP)

A Knowledge Transfer Partnership (KTP) is a three-way project between a company, a university and a graduate (known as an Associate), which enables the transfer of knowledge, technology and skills to which the company currently has no access. Supported by the university, KTP Associates manage strategic projects within the company.

A KTP can help graduates to enhance their career prospects by providing them with an opportunity to manage a challenging project, which allows them to use their degree, and is central to an organisation's strategic development and long term growth.

Whilst the Associate leads the KTP project, they are supported by experienced staff from the company and university. They are also assigned a KTP Adviser, who supports them in maintaining good working relationships within the partnership and in planning their professional development in broad terms.

For more information, visit <http://ktp.innovateuk.org>.

Filament Consultancy Group Ltd

At Filament, we enable organisations to apply artificial intelligence to their core area of expertise. We help businesses and other institutions to bottle the skills of their teams into machine learning models, so that they can focus on doing what they do best, more effectively. We are approved partners of Google, IBM and Microsoft, and have worked with HSBC, American Express, NBCUniversal, Sealife, McDonalds, T Mobile and a number of private equity and hedge funds. Check out our case studies to see some examples.

Our offering includes a range of products and solutions:

- Our consultancy practice deals with strategic planning and internal education, particularly for C-suite clients looking to build AI capability into their group
- Our solutions agency builds AI technology as well as the applications that use it, like conversational interfaces and dashboards
- Our SaaS tooling platform, Engine, acts as a hub and management suite for applied AI technology within enterprises
- Our R&D team makes sure that we are at the forefront of AI technology so that we can serve our services clients and platform users better

The values we'll want you to live by at Filament.ai:

- **Autonomy**, able to own what you're working on
- **Boldness**, to reflect Filament.ai's ambition
- **Collaboration**, able to help others do their best work

- **Deep Fun**, as in Deep Learning, able to make Filament.ai a really enjoyable place to work (and able to come up with better AI-related puns than that)
- **Excellence**, so that we can trust each other to do great work well

Why you will love working with us:

This role offers a great opportunity to join a company with a unique value proposition in the AI industry.

Filament.ai has three offices globally - London, Southampton and Toronto - and our team is expanding rapidly. We put a lot of faith in our people, treat them really well and have a lot of fun together.

At the same time, we believe that our approach to AI will make us a global leader in enterprise grade AI technology.

We love working with each other, and we are confident we are building something massive.

Essex Business School

Essex Business School are champions of responsible management and sustainable business. They use creativity and innovation to drive organisations forward and make them better places to do business.

They are an intellectual community of more than 2,000 international researchers, students and entrepreneurs. Together, they're working to transform society through excellence in business and social science research.

Essex Business School has a world-class reputation for research, combining the highest scholarly quality with relevance to practice. Both theoretical and applied research can be found in our School, with much of it addressing the important issues currently being faced by commercial businesses, public sector bodies and not-for-profit organisations.

General Information

Informal enquiries may be made to the project Academic Supervisor Dr Amir Homayounfard (tel: 01206 876639 email: ahomay@essex.ac.uk) or Robert Walker, KTP Manager (tel: 01206 874076 email: r.walker@essex.ac.uk). However, applications must be made online.

KTP is funded by a UK Government grant and this appointment carries no expectation of extension beyond the end of the fixed-term contract.

In principle, previous KTP Associates are not eligible to apply. There are some circumstances where a previous Associate can apply for a new KTP. Please check with your previous KTP Adviser for information.

Please note that the role holder will be based at Filament Consultancy Group Ltd, located in London, but you may be expected to travel to the University of Essex Colchester Campus from time to time.

People Supporting Strategy

Please find a link to the People Supporting Strategy below:

<https://www.essex.ac.uk/-/media/documents/directories/human-resources/people-supporting-strategy.pdf>

Benefits

As an employer we offer a range of benefits and a commitment to career development and equal opportunities in an environment that both reflects and creates a rich interaction of people, disciplines and ideas.

- Pension scheme
- Generous holiday entitlement
- Competitive salaries
- Training and development
- Family friendly policies
- On campus childcare facilities, for more information visit www.wivenhoeParkdaynursery.co.uk
- Relocation support package for qualifying staff
- Interest free season ticket loan
- Range of optional salary exchange tax benefits (pension and bicycle schemes)

This document is produced by:

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July 2019