



Scientific Officer

Molecular Biomarkers & Clinical Translation

Molecular Oncology

Candidate Information

March 2023

The Institute of Cancer Research

Description of the role

We are seeking a motivated Scientific Officer to provide technical support in relation to a range of research studies, clinical trials, and projects currently underway in the laboratories. The work will involve the reception and management of biological samples in the Department as part of its clinical trial work, use of molecular biology techniques, particularly RNA and DNA extractions from clinical samples and to assist in the running of a specialized service testing and reporting molecular investigations in tumour tissue and ctDNA. It is expected that the role will expand to include immunohistochemical techniques.

Part of the Molecular Oncology team based in The Ralph Lauren Centre for Breast Cancer Research, this is an exciting opportunity for the post-holder to gain experience in a wide range of skills and perform a valuable role within the Ralph Lauren laboratories.

Applicants should possess a good degree in biomedical sciences, molecular biology or genomics or other related subject. Experience of working in clinical research or a clinical diagnostic laboratory would be desirable. The successful candidate should be self-motivated and able to work as a flexible, effective member of a team to meet pre-defined targets.

This position is offered on a fixed term contract, for 2 years. Starting salary is in the range of £28,500 to £34,608 per annum inclusive based on previous experience.

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In addition to annual performance related pay awards, the salary scales are reviewed annually to consider cost of living increases.

Annual leave entitlement is 28 days per annum. There is an additional entitlement to 8 bank/public holidays and 3 ICR-set privilege days.

About the team

The Breast Cancer Now Toby Robins Research Centre at the ICR, led by Professor Andrew Tutt, is the first centre in the UK entirely devoted to breast cancer research. Our goal is to advance research into the causes, diagnosis and treatment of breast cancer. Hosted within the Division of Breast Cancer Research, the Breast Cancer Now Research Centre consists of 14 different teams, all working on different aspects of breast cancer biology, and is located in state-of-the-art laboratory space, with excellent core facilities and funding.

The Division of Breast Cancer Research is focused on identifying both genetic and environmental causes of breast cancer, so we can improve diagnosis, improve prognosis and likely response to treatment more accurately, and discover new targets for cancer therapies. To fulfil the aim to translate its findings rapidly to the clinical, the division has strong links with other researchers at The Institute of Cancer Research, clinicians at The Royal Marsden Hospital and academic and commercial collaborators.

<https://www.icr.ac.uk/our-research/research-divisions/division-of-breast-cancer-research>

<https://www.icr.ac.uk/our-research/research-divisions/division-of-breast-cancer-research/molecular-oncology>

The Ralph Lauren Centre for Breast Cancer Research, based in the Royal Marsden Hospital NHS Foundation Trust and led by Professor Nicholas Turner, is a world-renowned laboratory that conducts translational research into breast cancer. The Centre was opened in May 2016 and provides state-of-art facilities to pursuit clinical laboratory research in breast cancer.

The Centre's aim is to make practice-changing advances in the medical management of breast cancer to improve patient outcomes and care. Major research themes include the personalisation of breast cancer therapy, identification of intra-tumoural heterogeneity and work to define its role in the emergence of drug-resistance and implementing in the clinic

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assays of circulating tumour DNA and other non-invasive assays of breast cancer. The Centre also focuses on the characterisation of molecular changes resulting from hormone therapies, and predictors of risk of recurrence.

About our organisation

We are one of the world's most influential cancer research institutes with an outstanding record of achievement dating back more than 100 years. We are world leaders in identifying cancer genes, discovering cancer drugs and developing precision radiotherapy. Together with our hospital partner The Royal Marsden, we are rated in the top four centres for cancer research and treatment worldwide.

As well as being a world-class institute, we are a college of the University of London. We came top in the league table of university research quality compiled from the Research Excellence Framework (REF 2014). We have charitable status and rely on support from partner organisations, charities, donors and the general public. We have more than 1000 staff and postgraduate students across three sites – in Chelsea and Sutton.

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Our mission
is to make the
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Our values

The ICR has a highly skilled and committed workforce, with a wide variety of roles, each requiring different skills. But whether you work as a researcher, or work as part of our corporate team, your work and behaviour is underpinned by these six values. They are what bring us together as one team - as 'One ICR'.



Pursuing excellence

We aspire to excellence in everything we do, and aim to be leaders in our field.



Acting with Integrity

We promote an open and honest environment that gives credit and acknowledges mistakes, so that our actions stand up to scrutiny.



Valuing all our people

We value the contribution of all our people, help them reach their full potential, and treat everyone with kindness and respect.



Working together

We collaborate with colleagues and partners to bring together different skills, resources and perspectives.



Leading innovation

We do things differently in ways that no one else has done before, and share the expertise and learning we gain.



Making a difference

We all play our part, doing a little bit more, a little bit better, to help improve the lives of people with cancer.



Our values set out how each of us at the ICR, works together to meet our mission – to make the discoveries that defeat cancer. They summarise our desired behaviours, attitudes and culture – how we value one another and how we take pride in the work we do, to deliver impact for people with cancer and their loved ones.”

Professor Kristian Helin
Chief Executive

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Job description

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| Department / division: | Breast Cancer Research |
| Pay grade / staff group: | Scientific Officer |
| Hours / duration: | Full time 35 hours per week, Monday to Friday. Fixed term contract, for 2 years in the first instance. |
| Reports to: | Professor Nicholas Turner |
| Main purpose of the job: | To provide technical support to the laboratory, through clinical sample management and processing, as well as the running of specialized services testing. |

Duties and responsibilities:

Specific duties:

- To assist with the sample management of clinical trials including:
 - Receipt of samples
 - Accurately maintain databases and safe sample storage according to local standards and policies.
 - Processing samples for long term storage (e.g. LN2).
- To perform centrifugation and separation of blood, as well as extraction and quantification of DNA, RNA and ctDNA.
- To extract and quantify DNA and RNA from fresh and FFPE tissue samples.
- To operate equipment such as units for acid nucleic extraction, PCR thermocyclers, as well as qPCR, ddPCR and gene expression analysis apparatus such as the NanoString.
- To undertake specialised training on Histology and Immunohistochemistry techniques.
- To contribute to the preparation of reports on the work carried out in the laboratory.

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General duties:

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| <ul style="list-style-type: none">• To work under supervision and consult when appropriate. |
| <ul style="list-style-type: none">• To take an interest in recent scientific literature. |
| <ul style="list-style-type: none">• To be part of the <i>on-call</i> rota for temperature monitoring (Checkit system). |
| <ul style="list-style-type: none">• Health & Safety related activities and maintenance of a clean and safe working environment within laboratory areas. Ensure that the work conforms to the requirements of COSHH, Local Rules and other Codes of Practice as required by the ICR Safety Policy. |
| <ul style="list-style-type: none">• To participate in quality assurance, including carrying out internal quality control procedures. |
| <ul style="list-style-type: none">• To organise and carry out data entry of current information for on-going research projects and other general administration tasks. |
| <ul style="list-style-type: none">• To liaise with collaborators and departmental colleagues to exchange information/data as required. |

General

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| All staff must ensure that they familiarise themselves with and adhere to any ICR policies that are relevant to their work and that all personal and sensitive personal data is treated with the utmost confidentiality and in line with the General Data Protection Regulations |
| Any other duties that are consistent with the nature and grade of the post that may be required. |
| To work in accordance with the ICR's Values. |
| To promote a safe, healthy and fair environment for people to work, where bullying and harassment will not be tolerated. |
| This job description is a reflection of the present position and is subject to review and alteration in detail and emphasis in the light of future changes or development. |

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Person specification

Education and Knowledge

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| BSc in biomedical sciences, molecular biology, or genomics (or any other relevant field) | Essential |
| Demonstrate an interest in the relevant scientific literature | Essential |
| Knowledge of cancer genetics | Essential |
| Knowledge of the biology, pathology, and histological appearances of human breast cancer | Desirable |

Experience

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| Demonstrable experience in molecular biology techniques – particularly extractions of high-quality RNA and DNA | Desirable |
| Demonstrable experience of handling human tissue, and other clinical samples | Desirable |
| Demonstrable experience of histological techniques including microtomy | Desirable |
| Demonstrable experience of the use of automated immunohistochemical techniques | Desirable |
| Demonstrable experience of bright-field microscopy | Desirable |
| Knowledge and practical experience of working with health & safety regulations e.g. COSHH | Desirable |
| Demonstrate an interest in clinical research | Essential |

Skills

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| Ability to work in a flexible but organized manner | Essential |
| Demonstrable good proficiency in laboratory techniques and trouble-shooting skills etc | Essential |
| Ability to work effectively under guidance and as part of a team and within a team environment | Essential |
| Ability to meet deadlines whilst maintaining quality | Essential |
| Able to record and report accurately in writing and present findings verbally | Essential |
| Good computer literacy and ability to use basic tools | Essential |

General

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| Committed to learning and ability to follow instructions, protocols, and guidance | Essential |
| Enthusiasm to undertake routine work and deliver results with precision and expertise | Essential |

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| Understanding of the key legal, ethical, and safety issues that require compliance within the role | Essential |
| Enthusiasm to undertake routine work and deliver results with precision and expertise | Essential |
| Understanding of the constraints of Good Clinical Practice and the Human Tissue Act in association with the handling of human tissue and other biological samples. | Essential |

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Benefits

We offer a fantastic working environment, great opportunities for career development and the chance to make a real difference to defeat cancer. We aim to recruit and develop the best – the most outstanding scientists and clinicians, and the most talented professional and administrative staff.

The annual leave entitlement for full time employees is 28 days per annum on joining. This will increase by a further day after 2 years' and 5 years' service.

Staff membership to the Universities Superannuation Scheme (USS) is available. The USS is a defined benefit scheme and provides a highly competitive pension scheme with robust benefits. The rate of contributions is determined by USS and details of the costs and benefits of this scheme can be found on their website. If staff are transferring from the NHS, they can opt to remain members of the NHS Pension Scheme.

We offer a range of family friendly benefits such as flexible working, a parents' group, and a maternity mentoring scheme. Other great benefits include interest free loans for discounted season tickets for travel and bicycle purchases, access to the NHS discounts website, a free and confidential Employee Assistance Programme which offers a range of well-being, financial and legal advice services, two staff restaurants, and access to a gym and sporting facilities at our Sutton site.

Further information

You may contact Ruth Sardinha for further information by emailing ruth.sardinha@icr.ac.uk. Please note, this address is for enquiries only and you should not send your application to this address.

This job description is a reflection of the current position and is subject to review and alteration in detail and emphasis in the light of future changes or development.