

**UNIVERSITY OF OTAGO**  
**Te Whare Wananga o Otago**

**JOB DESCRIPTION**

**JOB TITLE:** Postdoctoral Fellow

**DEPARTMENT:** Microbiology and Immunology

**DIVISION:** Health Sciences

**1. PRIME FUNCTION:**

Provide research skills for a HRC project entitled: "***A dual safety system to promote CAR T cell activation and migration***".

**2. MAIN OBJECTIVES:**

- To plan and conduct experiments relating to the overall objectives of the project.
- Develop CAR T cell constructs required for project.
- To provide high quality training within areas of expertise.
- Assist with supervision and training of postgraduate students.
- Obtain production-ready data for publications/patents.
- To analyse data and present it at scientific meetings.
- To write up results for publications.

**3. KEY TASKS:**

- Cloning and in vitro and in vivo analysis of CAR constructs.
- Preparation of primary lymphocytes for gene transfer.
- Testing of CAR and accessory gene activity.
- Monitoring and handling of experimental mice, tissue processing and data analysis.
- Record progress and support the smooth running of laboratory facilities.
- Assist in the supervision of postgraduate students and junior staff.
- Attend and participate in lab meetings, journal club(s) and departmental seminars.
- Prepare posters and oral presentations for scientific meetings.
- Prepare articles for publication in scientific journals.

**RELATIONSHIPS:**

|                                       |                                                              |
|---------------------------------------|--------------------------------------------------------------|
| <b>Directly responsible to:</b>       | Professor Alex McLellan                                      |
| <b>Supervision of:</b>                | Students and junior staff in the lab.                        |
| <b>Functional relationships with:</b> | Laboratory staff.<br>Post graduate students.<br>Researchers. |

**4. BUDGETARY RESPONSIBILITY:**

The Postdoctoral Fellow will have responsibility for arranging purchases of materials associated with the research up to a set value.

**5. PERSON SPECIFICATION:**

- PhD with additional PDF training in areas as outlined in Key Tasks.
- Publications in relevant areas in peer-reviewed, international journals.
- Expertise in miRNA, CAR T cells, retroviral vectors and protein expression.
- Must be able to apply attention to detail and have accurate record keeping skills.
- A thorough approach to laboratory practice, accurate record-keeping, attention to detail and compliance with all regulatory requirements.
- Ability to work co-operatively with a wide variety of people within a research environment and good communication skills.
- Ability to work without direct supervision, set priorities and allocate own timetable.