



**Saïd Business School**  
**University of Oxford**  
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<b>Job title</b>	Senior Research Fellow in Operations Management <i>Proven academic distinction can be recognised by the University by the award of the title of Professor upon appointment.</i>
<b>Division</b>	Social Sciences
<b>Department</b>	Saïd Business School
<b>Location</b>	Park End Street, Oxford
<b>Salary</b>	Competitive Salary
<b>Contract type</b>	Permanent; full time

## The role

Saïd Business School wishes to appoint an internationally leading academic in the Technology, Operations and Organisation Studies (TOPOS) academia area, specifically within the faculty group in Operations Management and Technology.

The work of the Operations and Technology Management group at Saïd Business School centres on a common theme: how to design, analyse and improve processes across all contexts, from healthcare to retail, and from repetitive manufacturing to one-off major projects. The main areas of interest cover digital operations, supply chain management, and major project and programme management. Current research focuses on the application of machine learning to support process improvement activities, the use of forced labour in the supply chain, the interaction between customers and technology in retail, and the management of major programmes to achieve transformational outcomes. We are searching for a post holder who might complement these activities, or one whose primary focus is on new technologies; their application to business processes, models, and competition; and their implications for business and broader society.

The group shares a common vision of empirical research that is based on a broad and multi-disciplinary intellectual base. This diversity and multi-disciplinarity are also testament to the mutual belief that well-designed and well-run operations are not only essential to business, but also contribute to the effective functioning of society itself. Operations and Technology Management faculty work extensively with manufacturing and professional service firms, public sector organisations, as well as policy makers, informing both the group's research agenda and curricula in the classroom.

The successful candidate for this post will have a world-class academic background and be committed to a programme of intellectually rigorous, up-to-date, and relevant research in the field that is publishable in the top tier academic journals. The successful candidate will also have a strong track record of publishing in these journals, as well as other top journals in related disciplines, is essential. Finally, a successful candidate will possess expertise that complements and enhances the existing capabilities of the TOPOS faculty group and that resonate with the mission & values and strategy of the Saïd Business School and wider University overall.



The successful candidate will be expected to contribute to the School's graduate teaching programmes, in particular the MBA, EMBA, as well as to contribute to the MSc in Major Programme Management (MMPM) programmes and to the School's executive education activities, which span open enrolment and custom programmes.

Queries about the post should be addressed to [FacultyHR@sbs.ox.ac.uk](mailto:FacultyHR@sbs.ox.ac.uk) at Saïd Business School. All enquiries will be treated in strict confidence; they will not form part of the selection decision.

## Responsibilities

The postholder will be a member of the University community. They will be part of a lively and intellectually stimulating research community which performs to the highest international levels in research and publications and will have access to the excellent research facilities which Oxford offers.

The main duties of the post are as follows:

- to undertake advanced research in the area of Operations Management and Technology that makes a fundamental contribution to the field, both in academia and to the practice of management.
- to publish to high academic standards in top tier journals as well as to address senior leaders in practice.
- to provide leadership contributing to the direction of research within the Operations and Technology Management faculty group at the School and the wider University. This will include leading and/or contributing to research and teaching activities for the group and helping to build academic networks to support Saïd Business School's strategy.
- to supervise and mentor on research undertaken by students and early career researchers at Saïd Business School.
- to deliver outstanding teaching for a period of time per year, equivalent to 288 points of teaching, on the School's graduate and executive education programmes, particularly the delivery of core MBA and Executive MBA courses, as well as contribute to the MSc in Major Programme Management.
- to design key elements of the related teaching curriculum.
- to engage with external organisations/institutions from time to time to disseminate research and impact, and development of relationships that will be of use to the School's faculty and/or students.
- to lead on grants in collaboration with academic colleagues and other partner institutions both in the UK and overseas from various industries, philanthropic and government bodies.
- to act as the supervisor of graduate students as and when requested to do so.
- to take part in University examining as and when requested to do so.
- to act in a formal administrative leadership capacity within the School as and when requested to do so and to take part in and contribute to the vitality and innovative strength of the School.

## Selection criteria

Applications will be judged only against the criteria which are set out below. Applicants should make sure that their application shows very clearly how they believe that their skills and experience meet these criteria.

Oxford is committed to fairness, consistency and transparency in selection decisions. Chairs of selection committees will be aware of the principles of equality of opportunity and fair selection and there will be both male and female committee members wherever possible.

The successful candidate will demonstrate the following:

### Essential

- A doctorate in a relevant discipline
- An established substantial international academic background, committed to a programme of intellectually rigorous, up-to-date, and relevant research in the field.
- A strong track record of academic publications in top tier journals.
- The leadership capability required to conceive, initiate and manage a significant programme of research on contemporary issues in operations management and technology.
- A proven record of and commitment to outstanding teaching in operations management and technology, both on graduate and executive education programmes, particularly MBA/EMBA
- Willingness and experience of supervising and mentoring graduate and doctoral students including early career colleagues
- Complementary and unique expertise that demonstrate readiness to contribute to the development and management of the Technology, Operations Management and Organisation Studies (TOPOS) faculty group, and that resonate with the mission & values and strategy of the Saïd Business School and wider University overall
- A proven record of attracting research support and the ability to develop proposals for support, such as grants from government or philanthropic organisations, funding from industry associations, and datasets and research assistance from companies.

### How to apply

Before submitting an application, you may find it helpful to read the 'Tips on applying for a job at the University of Oxford' document, at [www.ox.ac.uk/about/jobs/supportandtechnical/](http://www.ox.ac.uk/about/jobs/supportandtechnical/).

If you would like to apply, click on the **Apply Now** button on the 'Job Details' page and follow the on-screen instructions to register as a new user or log-in if you have applied previously. Please provide details of three referees and indicate whether the University may contact them without seeking your permission.

Applicants are requested to submit:

1. **a letter of application**, which (a) explains why you are for applying for the post and (b) provides evidence of how your qualifications, skills, and experience meet the selection criteria outlined above. Particular reference should be made to your past research work and future research plans, as well as your teaching experience and evaluations to date.

2. a full **Curriculum Vitae**, including full details of your publications. Full bibliographic details of publications must be provided.

Please upload all documents **as PDF files** with your name and the document type in the filename.

All applications must be received by **12.00 noon on 31 August 2022**.

**Shortlisted candidates will be invited for visits and interview week commencing 19<sup>th</sup> September and 26<sup>th</sup> September 2022.**

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

Should you experience any difficulties using the online application system, please email [recruitment.support@admin.ox.ac.uk](mailto:recruitment.support@admin.ox.ac.uk). Further help and support is available from [www.ox.ac.uk/about\\_the\\_university/jobs/support/](http://www.ox.ac.uk/about_the_university/jobs/support/). To return to the online application at any stage, please go to: [www.recruit.ox.ac.uk](http://www.recruit.ox.ac.uk).

**Shortlisting and interviews:** the selection panel will hold a short-listing meeting soon after the closing date, and candidates will be informed as soon as possible whether they have been shortlisted for interview.

All reasonable interview expenses will be reimbursed and air travel will normally be reimbursed at economy rate.

Please note that you will be notified of the progress of your application by automatic emails from our e-recruitment system. **Please check your spam/junk mail** regularly to ensure that you receive all emails.

# Essential Information for Applicants for the Senior Research Fellow post in Operations Management

## About the University of Oxford

Oxford's departments and colleges aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

Oxford's self-governing community of international scholars includes Professors, Associate Professors, other college tutors, senior and junior research fellows and over 2,500 other University research staff. Research at Oxford combines disciplinary depth with an increasing focus on inter-disciplinary and multi-disciplinary activities addressing a rich and diverse range of issues. The current strategic plan can be found at [www.ox.ac.uk/about/organisation/strategic-plan](http://www.ox.ac.uk/about/organisation/strategic-plan).

Oxford's strengths lie both in empowering individuals and teams to address fundamental questions of global significance, and in providing all staff with a welcoming and inclusive workplace that supports everyone to develop and do their best work. Recognising that diversity is a great strength, and vital for innovation and creativity, Oxford aspires to build a truly inclusive community which values and respects every individual's unique contribution.

While Oxford has long traditions of scholarship, it is also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities. It consistently has the highest external research income of any university in the UK (the most recent figures are available at [www.ox.ac.uk/about/organisation/finance-and-funding](http://www.ox.ac.uk/about/organisation/finance-and-funding)), and is ranked first in the UK for university spin-outs, with more than 130 spin-off companies created to date. Oxford is also recognised as a leading supporter of social enterprise.

Oxford admits undergraduate students with the intellectual potential to benefit fully from the small group learning to which Oxford is deeply committed. Meeting in small groups with their tutor, undergraduates are exposed to rigorous scholarly challenge and learn to develop their critical thinking, their ability to articulate their views with clarity, and their personal and intellectual confidence. They receive a high level of personal attention from leading academics.

Oxford has a strong postgraduate student body which now numbers over 10,000. Postgraduates are attracted to Oxford by the international standing of the faculty, by the rigorous intellectual training on offer, by the excellent research and laboratory facilities available, and by the resources of the museums and libraries, including one of the world's greatest libraries, the Bodleian.

For more information please visit [www.ox.ac.uk/about/organisation](http://www.ox.ac.uk/about/organisation).

## Social Sciences Division

The University's academic departments and faculties are organised into four large groups, known as Academic Divisions (Social Sciences, Mathematical, Physical and Life Sciences (MPLS), Medical Sciences, and Humanities). The academic divisions are responsible for academic oversight of the teaching and research of their constituent departments and faculties, for strategic and operational planning, and for personnel and resource management. The Head of the Social Sciences Division is Professor Sarah Whatmore, who is a member of the

University's Council. The Social Sciences Division is a world-leading centre of research and education in the social sciences. The social sciences at Oxford are distinctive for both their depth and breadth, with activity spanning fourteen departments and faculties and one cross-divisional unit. (These are as follows: Law, the Saïd Business School, Economics, Politics and International Relations, the Blavatnik School of Government, the School of Anthropology and Museum Ethnography, International Development, Sociology, Social Policy and Intervention, the Oxford Internet Institute, Archaeology, the Oxford School of Global and Area Studies, Education, the School of Geography and the Environment and the Oxford Martin School.) Interdisciplinary links within and beyond the university are strong, extending to the humanities, natural sciences, and medical sciences.

Academic and research staff and research students are engaged in world-leading research that challenges current ideas and theories and is tackling some of the major challenges facing humanity, such as sustainable resource management, migration, governance, poverty and development, and justice. REF 2014 confirmed Oxford as the UK powerhouse for research in the social sciences, where Oxford accounted for more world-leading (4\*) research than any other institution, across the social sciences units of assessment to which it made submissions. The division has an extensive portfolio of external funders and collaborators, with competitively-awarded external research income exceeding £40million per year. Researchers in the division engage actively beyond academia and their research has influence in many spheres from innovation in public policymaking to practitioner communities such as law, business, education, social welfare and NGOs.

The division also delivers an exceptional range of high quality educational programmes (undergraduate, postgraduate taught and postgraduate research), all of which are underpinned by the innovative research being undertaken by our academics. Programmes range from those at the interface of the natural sciences, through to professionally-oriented provision in areas such as business, law and education. The division is home to several of Oxford's most widely recognised teaching programmes, such as Philosophy, Politics and Economics (PPE); the BCL; the MPhils in International Relations, in Economics, and in Development Studies; the MBA and EMBA; and the nationally regarded PGCE.

For more information please visit: <http://www.socsci.ox.ac.uk/>

## **Saïd Business School**

Saïd Business School at the University of Oxford blends the best of new and old. Founded in 1996, the School is a young, vibrant, and innovative business school that is deeply embedded in an 800-year-old world-class university. The School educates people for successful business careers, and as a community we seek to use our business acumen and global network to address long-horizon phenomena like demographic change, new technologies, and natural resource scarcity.

We deliver cutting-edge education and ground-breaking research that transforms individuals, organisations, business practice, and society. We seek to be a world-class business school community, embedded in a world-class university, tackling world-scale problems.

For more information please visit [www.sbs.ox.ac.uk](http://www.sbs.ox.ac.uk)

## **Research at Saïd Business School**

Since its inception, the School has promoted a stimulating research environment and now has several major research centres and research groups. The School has been moving rapidly to

create a major research capability that will establish it as one of the leading research-focused business schools in the world.

The principle behind the development of research in the Business School is that it intertwines management functions with practice and policy. The School is organized around three academic areas (i.e. teaching and research groups) and six research centres.

Many colleagues benefit substantially from the approach of embeddedness, engaging with colleagues from other parts of Oxford in formal and informal research collaborations.

## **Saïd Business School Research Mission and Research Strategy**

The School's research mission is for the Saïd Business School to be a world-class, influential, and vibrant research community that conducts, publishes, and widely disseminates academic research that is:

1. Of the highest quality in terms of academic rigor;
2. Imaginative and innovative, looking to the future; and
3. Meaningfully relevant to, and enhances, business practice and the geopolitical and social landscapes in which business operates.

We strive for our research to be academically excellent (e.g., published in the top-tier business journals, such as those listed on the FT50 and ABS4\* lists), innovative and future-oriented, and relevant to (and ideally impactful on) the world outside of academia (especially business practitioners and/or public policymakers). Also, consistent with the School's mission, we strive for our research to meaningfully address world-scale problems.

Presently, based on publication activity in recent years, the existing areas of strength in research for the School are:

- Complex organisations and systems, covering areas such as scenario planning, megaprojects, and systems change;
- Digital transformation, covering areas such as finance, marketing, operations, organisational behaviour, and strategy;
- Entrepreneurship and innovation;
- Finance, financial markets, financial institutions, private equity, and taxation;
- Leadership, corporate governance, and professional services; and
- Social impact, responsible business, sustainable development, and the environment.

The School is proud of these areas of research strength and will continue to foster work in these areas that continues to align with the School's research strategy. In addition to these areas of existing research strength, the School has identified several additional areas as priority research areas to develop. They are:

- Accountability of and trust in business and institutions, including the financial industry, central banks, multinational corporations, and governments, with considerations extending beyond traditional business outcomes (e.g., financial performance, investor returns) to include societal concerns (e.g., environmental impact, social impact) and new ways of measuring and accounting for impact;
- Artificial intelligence, algorithms, data science, and machine learning applications to business and their implications for consumers, employees, leaders, and society;
- Emerging technologies, such as fintech, blockchain, and augmented/virtual reality, with a focus on impacts on consumers, employees, leaders, and society;
- Emerging societal issues that arise due to macro-factors such as climate change, cybersecurity, diversity, privacy, politics, shifting demographics, and automation—and the associated business and leadership challenges;

- Healthcare, including with respect to issues pertinent to leadership, operations, data, and patient management;
- Senior executive leadership and boards, including with respect to issues pertinent to corporate governance, diversity, corporate reputation, and strategy; and

Sustainable development, especially issues aligned with the United Nations Sustainable Development Goals.

## **Teaching at Saïd Business School**

At Oxford, many undergraduate degree programmes are joint with other disciplines. For example, the School offers a three-year undergraduate degree in Economics and Management. After a compulsory first year, students are provided with a wide range of possible combinations of Economics and Management subjects. About 80 students per annum are now admitted on to this programme, which is one of the most popular in Oxford and the most selective undergraduate programme at Oxbridge.

The School introduced an MBA programme in 1996. This is a one-year programme spanning a full 12-month period from the beginning of October until the end of September. The MBA provides a solid grounding in the major business disciplines and core business skills, as well as integrative material, such as our award-winning Global Opportunities and Threats: Oxford (GOTO) core requirement.

Other degree programmes offered by the School include an MSc in Financial Economics together with the Department of Economics, an MSc in Major Programme Management, and an MSc in Law and Finance together with the Faculty of Law.

The School has a doctoral (DPhil) programme, with approximately fifty doctoral students, each with one or two supervisors, spread across all academic areas of the school. DPhil students take either a management or finance track.

Finally, the School has well-established executive education activities which are integral to its activities. Open and custom programmes offer individuals and organisations access to innovative teaching, and cutting-edge, internationally-relevant research, and a focus on personal development. The School is highly regarded for the quality of its executive education programmes. Faculty, particularly senior members, play a key role in the design and delivery of these programmes, which are increasingly delivered in international locations.

## **Premises and facilities of the Saïd Business School**

The Saïd Business School is one of the most modern, purpose-built business schools in the world, designed by the leading architectural practice, Dixon Jones. Facilities include four state-of-the-art horseshoe style lecture theatres, a 300-seat theatre (opened by Nelson Mandela in 2002) to cater for larger scale lectures and a wealth of social spaces.

The Thatcher Business Education Centre, completed in the summer of 2012, has also been designed by Dixon Jones and houses Executive Education activities, along with a second site at Egrove Park, where much of its executive education is currently delivered.

The School has an extensive and modern high-speed IT networks.

The School has created the magnificent purpose-built Sainsbury library to support all management teaching and research. It has access to strong research collections and databases through the University Library Service.

# Standard Terms and Conditions

## **Standard duties**

(i) to provide 288 units of teaching per year. Said Business School calculates teaching and supervision duties in terms of “stint units”, weighting the various inputs up to a total of 288 units per annum for full-time staff; and

(ii) to undertake research and original work and the general supervision of research and advanced work in your subject and department, and to assist students in their studies by advice or informal instruction.

It is expected that the postholder will generally participate in the business and affairs of the relevant faculty or department.

## **Salary**

The successful candidate will be appointed at Grade RSIV. Compensation is internationally competitive and commensurate with qualifications.

## **Pension**

The University offers generous pension provision. You will be offered membership of the Universities Superannuation Scheme.

Details are available at [www.admin.ox.ac.uk/finance/epp/pensions/schemes/uss/](http://www.admin.ox.ac.uk/finance/epp/pensions/schemes/uss/).

## **Sabbatical leave**

You will be eligible for sabbatical leave to allow you to focus on your research. In general, one term of leave is available for each six terms worked. This leave may either be taken as one term of leave after 6 terms of service, or accumulated and taken as one year of leave after 6 years of service.

## **Outside commitments**

You may apply to spend up to 30 working days in each year on projects outside your employment duties, such as consultancy, spin-out activity and membership of research councils and other bodies. There is no limit to earnings from these activities without deduction from salary. Details of the approval process may be found at [www.admin.ox.ac.uk/personnel/staffinfo/academic/approvaltoholdoutsideappointments/](http://www.admin.ox.ac.uk/personnel/staffinfo/academic/approvaltoholdoutsideappointments/).

Guidance is also available on:

ownership of intellectual property [www.admin.ox.ac.uk/statutes/regulations/182-052.shtml](http://www.admin.ox.ac.uk/statutes/regulations/182-052.shtml) and managing conflicts of interest [www.admin.ox.ac.uk/researchsupport/integrity/conflict/policy/](http://www.admin.ox.ac.uk/researchsupport/integrity/conflict/policy/).

## **Membership of Congregation**

Oxford’s community of scholars governs itself through Congregation which is its “parliament”. You will be a voting member of Congregation.

See [www.ox.ac.uk/about/organisation/governance](http://www.ox.ac.uk/about/organisation/governance) and [www.admin.ox.ac.uk/statutes/781-121.shtml](http://www.admin.ox.ac.uk/statutes/781-121.shtml) for further details.

### ***Relocation***

Subject to UK tax regulations and the availability of funding, a relocation allowance may be available.

### ***Family support***

The University offers generous family leave arrangements, such as maternity, adoption, paternity and shared parental leave. Details are available at [www.admin.ox.ac.uk/personnel/during/family/](http://www.admin.ox.ac.uk/personnel/during/family/). You will have considerable flexibility in the day-to-day organisation of your duties. Requests for flexible working patterns will be accommodated as far as possible.

You will be eligible to apply to use the University nurseries (subject to availability of places). For details of the nurseries and how to apply for places, please see [www.admin.ox.ac.uk/childcare/](http://www.admin.ox.ac.uk/childcare/).

The University subscribes to My Family Care, a benefit which allows staff to register for emergency back-up childcare and adultcare services, a 'speak to an expert' phone line and a wide range of guides and webinars through a website called the Work + Family Space.

For more details, please see [www.admin.ox.ac.uk/personnel/staffinfo/benefits/family/mfc/](http://www.admin.ox.ac.uk/personnel/staffinfo/benefits/family/mfc/).

The Oxford University Newcomers' Club is run by volunteers, whose aim is to help the newly-arrived partners of visiting scholars, of graduate students and of newly appointed academic and administrative members of the University to settle in and to give them opportunities to meet people in Oxford. Further information is available at [www.newcomers.ox.ac.uk/](http://www.newcomers.ox.ac.uk/).

### ***Welcome for International Staff***

One of Oxford's great strengths is its truly international body of research and teaching staff from over 140 countries, and we welcome applications from academics across the world. We can help international staff and partners/families make the transition to Oxford. Information about relocation, living and working in the UK and Oxford is available at [welcome.ox.ac.uk](http://welcome.ox.ac.uk).

If you require a visa, we have a dedicated team to support successful applicants through the immigration process (for Tier 1 and Tier 2 visas) from job offer through to arrival in the UK.

### ***Promoting diversity***

The University is committed to recruiting and retaining the best people, whoever they are, to ensure equality of opportunity. The Vice Chancellor's Diversity Fund provides resources for innovative projects to promote diversity.

The Equality and Diversity Unit promotes good practice across the University by developing policies and offering training, and runs a range of support networks for staff. It works closely with Colleges, the Oxford University Student Union and external campaign groups.

Please see [www.admin.ox.ac.uk/eop/](http://www.admin.ox.ac.uk/eop/) for details.

### ***Other benefits and discounts for University employees***

The University has a range of facilities and benefits for its staff, including discounted health insurance, sustainable travel schemes, and discounts in local shops and restaurants. Details are available at:

[www.admin.ox.ac.uk/personnel/staffinfo/discountsforstaff/services/](http://www.admin.ox.ac.uk/personnel/staffinfo/discountsforstaff/services/)  
[www.admin.ox.ac.uk/personnel/staffinfo/benefits/](http://www.admin.ox.ac.uk/personnel/staffinfo/benefits/)

### ***Pre-employment screening***

Your appointment would be subject to the University's standard pre-employment screening. This will include right-to-work, proof of identity, references, a pre-employment health declaration, and any other checks as applicable to the post. We advise you to read the notes for applicants at [www.ox.ac.uk/about/jobs/preemploymentscreening/](http://www.ox.ac.uk/about/jobs/preemploymentscreening/).

### ***Length of appointment***

The University operates an employer justified retirement age for all academic posts, for which the retirement date is 30 September immediately preceding the 69th birthday.

The justification for this may be found at

[www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/](http://www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/)

For **existing** employees, any employment beyond the retirement age is subject to approval through the EJRA procedures. Further details can be found at

[www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/](http://www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/)

### ***Data Privacy***

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University's Privacy Notice for Job Applicants at: [www.admin.ox.ac.uk/councilsec/compliance/gdpr/privacynotices/job/](http://www.admin.ox.ac.uk/councilsec/compliance/gdpr/privacynotices/job/).

The University's Policy on Data Protection is available at:

[www.admin.ox.ac.uk/councilsec/compliance/gdpr/universitypolicyondataprotection/](http://www.admin.ox.ac.uk/councilsec/compliance/gdpr/universitypolicyondataprotection/).