



Research Administration and Finance

Research related

Contact in advance of grant application which involves costs (2 weeks +)

Any queries on research finance:

Liam Banks – Lead and Bloomsbury Contact (Excl. WIBR)

Erwin Kooistra – RF Campus and WIBR Contact

Dept. Finance / Budgets, Forecasts

Any queries on department accounts (Discretionary, UCLC, donations etc)

Rachel Pandian

Purchasing / IDTs

Any queries on purchasing, PO, £50k + orders etc

Sanam Ali

Human Resources

HR Manager / Deputy Divisional Manager

Mohini Badiani

HR Lead for the Division

Contact for Bloomsbury (Excl. WIBR)

(Maternity/Paternity SPL, Appraisals, Extensions of contract, EoC/Serving Notice, Leavers DTs, Senior Promotions, Rewards committee, Job plans, Clinical Contracts, NHS Recharges, ER contact)

Senior HR Officer

Kinga Podolak

Contact for Royal Free Campus and WIBR

(Recruitment/RTW, Probation, Visitors , One off payments, Honoraries, Athena Swan, Certificates of Sponsorship)

Teaching Administration

Teaching Manager

Matthew Brown

PGT

Nick Bone

Rebecca Woolston

PGR

Tricia O'Dell - Bloomsbury

Carolyn Cohen – Royal Free

UG (Excl MBBS)

Elizabeth Cullen

Shafia Shohid

Sia Tehfeh

MBBS

Tricia O'Dell

Thameenah Hamid

Latefah Scott

Farjana Hoque

Safety and Laboratory Operations

Divisional Safety

Roberta Perelli – lead

Dave Brown – Royal Free Campus

Dean Heathcote – cover for Bloomsbury campus in Roberta's absence

Laboratory Operations

servicing and maintenance of some larger equipment – Bloomsbury

Rayne Building Management

Moves – Bloomsbury

Dean Heathcote

Roberta Perelli – cover in Dean's absence

Diversity and Equality

Athena SWAN

The aim of Athena SWAN is to ensure gender equality. We achieved the silver award in 2016. This is used as a forum for all equality issues in the Division with representation from staff and students.

**Dorota Rowczenio is the current lead for Athena SWAN
with support from Markella Ponticos**