

Information  
Management and  
Compliance  
Directorate of  
Students and  
Education

Room 102  
26-29 Drury lane  
London  
WC2B 5RL  
Tel: 020 7848 7816  
Email: [legal-compliance@kcl.ac.uk](mailto:legal-compliance@kcl.ac.uk)



By email: [REDACTED]

Wednesday 1<sup>st</sup> April 2015

Dear [REDACTED]

**Freedom of information request – advertisement of temporary and permanent vacancies**

Further to your recent request for information held by King's College London, I am writing to confirm that the requested information is held by the university and a copy is enclosed with this letter.

**Your request**

We received your information request on 05/03/2015 and have treated it as a request for information made under Section 1(1) of the Act.

You requested the following information:

- 1. A list of all vacancies both temporary and permanent that have been advertised either internally or externally between September 2013 to date that relate to clerical and administrative posts.*
- 2. Any temporary positions that have been made permanent during this time period that relates to these types of posts”*

**Our response**

Please see the attached spreadsheet which provides a list of all temporary and permanent clerical and administrative posts advertised from September 2013 to March 2015.

The university does not hold information in respect of temporary positions that were made permanent during the period in question. However, our Human Resources team estimate the number to be in the region of thirty.

This completes our response to your information request.

### Your right to complain

If you are unhappy with the service you have received in relation to your information request or feel that it has not been properly handled you have the right to complain or request a review of our decision by contacting the Legal Compliance Manager within 60 days of the date of this letter.

Further information about our internal complaints procedure is available at the link below:

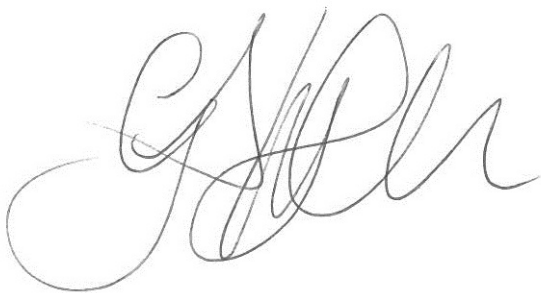
[http://www.kcl.ac.uk/college/policyzone/assets/files/governance\\_and\\_legal/Freedom\\_of\\_Information\\_Policy\\_updated\\_Oct\\_%202011.pdf](http://www.kcl.ac.uk/college/policyzone/assets/files/governance_and_legal/Freedom_of_Information_Policy_updated_Oct_%202011.pdf)

In the event that you are not content with the outcome of your complaint you may apply to the Information Commissioner for a decision. Generally the Information Commissioner cannot make a decision unless you have exhausted the internal complaints procedure provided by King's College London.

The Information Commissioner can be contacted at the following address:

The Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF.

Yours sincerely

A handwritten signature in black ink, appearing to read 'G. Laughlan', with a large, sweeping flourish at the end.

Gail Laughlan  
Legal Compliance Officer

Date Signed	Date Allocat	KCL Reference Number	Post Title	Department/Division	Faculty/Directorate
26/08/2014	02/09/2014	G5/PTP/338/14-SW	Postgraduate Research Officer	Education Support	IOPPN
27/08/2014	04/09/2014	G5/RTH/350/14-PB	Senior Alumni Officer	Fundraising and Supporter Development	Fundraising & Supporter Development
29/08/2014	04/09/2014	G3/RUC/348/14-JT	Office Administrator & PA to Head of Service	Careers & Employability	Students & Education Support
29/09/2014	04/09/2014	G4/RUC/349/14-JT	Careers Enquiries Officer & Skills Award Coordinator	Careers & Employability	Students & Education Support
29/08/2014	04/09/2014	G5/TAA/347/14-JT	Project Archivist	Library Services	Students & Education Support
03/09/2014	08/09/2014	G3/NYY/369/14-AM	Divisional Research Secretary	Mucosal & Salivary Biology	Dental Institute
19/08/2014	08/09/2014	G4/PAL/365/14/LB	Administrator	HSPR	IOPPN
01/09/2014	08/09/2014	G5/MRS/360/14-SC	EA to Head of Division	Imaging Science and Biomedical Engineering	Life Sciences & Medicine
29/08/2014	08/09/2014	G5/RTR/359/14-JT	Undergraduate Project Officer	Academic Centre	Students & Education Support
27/06/2014	09/09/2014	G4/MFP/379/14-LG	Administrator to project BuildCARE and OPTCare Elderly	Palliative Care	Life Sciences & Medicine
03/09/2014	11/09/2014	G4/PCP/391/14-SW	Decision-Making Capacity Research Group & Philosophy Group	Psychological Medicine	IOPPN
10/09/2014	11/09/2014	G3/RUB/387/14-JT	Student Services Marketing & Communications Officer	Student Services	Students & Education Support
10/04/2014	12/09/2014	G5/GFY/397/14-SC	Executive Assistant	Academic Services Centre	Florence Nightingale School of Nursing and Midwifery
12/09/2014	12/09/2014	G6/RUW/399/14-JT	Disability Adviser	Student Services	Students & Education Support
27/05/2014	15/09/2014	G4/TFA/403/14-LB	Section Administrator	HSPR	IOPPN
22/08/2014	16/09/2014	G4/RTE/408/14-AM	Product Marketing Co-ordinator	Marketing	External Relations
16/09/2014	18/09/2014	G4/MRE/418/14-SC	PA/Department Administrator	Imaging Science and Biomedical Engineering	Life Sciences & Medicine
18/09/2014	19/09/2014	G5/NYY/428/14-AM	Senior Administrator, Distance Learning	Distance Learning	Dental Institute
08/09/2014	19/09/2014	G5/RTE/427/14-AM	Marketing Communications Officer	Marketing	External Relations
12/09/2014	19/09/2014	G4/TAB/426/14-JT	Business Support Assistant	Library Services	Students & Education Support
23/09/2014	23/09/2014	G5/RTE/437/14-AM	International Press Officer	Public Relations	External Relations
08/09/2014	24/09/2014	G5/RTE/453/14-AM	Schools and College's Liaison Officer	Marketing	External Relations
18/09/2014	24/09/2014	G3/FFL/448/14-JT	Operations Assistant	Law	Law
23/09/2014	25/09/2014	G5/GFY/456/14-SC	Executive Assistant	Academic Services Centre	Florence Nightingale School of Nursing and Midwifery
10/04/2014	26/09/2014	G3/RTH/464/14-PB	Alumni Events Assistant	Alumni & Supporter Relations	Fundraising & Supporter Development
23/09/2014	30/09/2014	G4/RGY/472/14-SH	Part-time Administrator (0.4 FTE)	Cultural Partnerships	Cultural Institute
26/09/2014	30/09/2014	G4/RTH/475/14-PB	Alumni Events Officer	Alumni & Supporter Relations	Fundraising & Supporter Development
19/09/2014	30/09/2014	G3/MVA/469/14-PB	MedicineAfrica Programme Co-ordinator	Global Health	Life Sciences & Medicine
23/09/2014	30/09/2014	G6/DAY/478/14-JT	Senior Marketing Officer	Marketing	Social Science & Public Policy
10/06/2014	01/10/2014	G4/NTA/480/14-DT	ACFF Administrator	Innovation and Translation Centre	Dental Institute
24/09/2014	01/10/2014	G4/PTT/484/14-SW	R&D Administrator	R&D	IOPPN
24/09/2014	01/10/2014	G5/PTT/485/14-SW	Research Governance Facilitator	R&D	IOPPN
26/09/2014	02/10/2014	G6/NYY/490/14-AM	Clinical Research Administrator	Clinical Research Unit	Dental Institute
26/09/2014	02/10/2014	G5/RGL/487/14-DT	Programme Support Co-ordinator	Distance Learning	Distance Learning
09/09/2014	02/10/2014	G4/MJL/491/14-RS	Departmental Administrator/PA to HoD	TIMB	Life Sciences & Medicine
26/09/2014	02/10/2014	G5/MED/498/14-PB	Project/Data	DNS	Life Sciences & Medicine
30/09/2014	02/10/2014	G4/DAE/493/14-JT	ITE Programmes Officer	DEPS	Social Science & Public Policy
30/09/2014	02/10/2014	G5/DAE/494/14-JT	Senior ITE Officer: Schools Liaison	DEPS	Social Science & Public Policy
08/09/2014	03/10/2014	G6/RTE/503/14-AM	Senior International Marketing Officer	Marketing	External Relations
02/10/2014	06/10/2014	G4/PNW/508/14-LB	Training Co-ordinator	Wolfson CARD	IOPPN
16/09/2014	06/10/2014	G6/PAD/507/14-LB	Clinical Research Co-ordinator	SGDP	IOPPN
30/09/2014	06/10/2014	G4/TAC/509/14/JT	Senior Library Assistant	Library Services	Students & Education Support
30/09/2014	06/10/2014	G4/TAC/510/14/JT	Senior Library Assistant (0.5 FTE)	Library Services	Students & Education Support

07/10/2014	07/10/2014	G5/MRS/513/14-RS	EA to Head of Division	Imaging Science and Biomedical Engineering	Medicine
29/09/2014	08/10/2014	G6/ZWD/521/14-NB	Senior Events Co-ordinator - Administrator	Catering	Estates and Facilities
03/10/2014	08/10/2014	G4/PCF/526/14-LB	PA to Head of Department	Forensic and Neurodevelopmental Science	IOPPN
01/10/2014	08/10/2014	G4/PCS/527/14-SW	Senior Administrator	Psychosis Studies	IOPPN
09/10/2014	10/10/2014	G6/PTO/532/14-LB	Interim Press Office	Administration	IOPPN
13/10/2014	15/10/2014	G4/RTS/552/14-SH	Student Management Information Analyst	Student MI Service / Planning	Finance
17/09/2014	15/10/2014	G4/RTR/556/14-JT	Examinations Officer	Examinations & Awards Office	Students & Education Support
13/10/2014	16/10/2014	G4/TCG/560/14-LG	Junior Data Communications & Facilities Engineer	ITS	ITS
15/10/2014	20/10/2014	G6/PNS/573/14-SW	BRC Neuroimaging Theme Project and Scientific Co-ordinator	Neuroimaging	IOPPN
30/09/2014	21/10/2014	G6/TCG/574/14-LG	ES130 Application Solutions Analyst	ITS	ITS
19/10/2014	22/10/2014	G4/MYE/575/14-PB	Clinical Examination Officer	Medical Education	Life Sciences & Medicine
22/10/2014	22/10/2014	G5/576/14-DT	Athena SWAN Officer	Life Sciences & Medicine	Life Sciences & Medicine
20/10/2014	23/10/2014	G5/GFW/585/14-SC	Research Project Administrator	Postgrad Research	FNFNM
17/10/2014	23/10/2014	G6/RTJ/584/14-NB	Enabling Agreements Associate	Research Grants and Contracts	Research Management
	24/10/2014	G3/MVA/586/14-DT	Sierra Leone Partnership Administrator	King's Centre for Global Health	Life Sciences & Medicine
20/10/2014	27/10/2014	G4/PNN/594/14-LB	Unit Administrator	Clinical Neuroscience	IOPPN
14/10/2014	27/10/2014	G5/MEN/596/14-PB	Research Assistant	DNS	Life Sciences & Medicine
20/10/2014	27/10/2014	G5/MRJ/593/14-RS	Communications & Engagement Officer	Imaging Science and Biomedical Engineering	Life Sciences & Medicine
20/10/2014	28/10/2014	G4/RTE/603/14-AM	Widening Participation Co-ordinator	Widening Participation	External Relations
23/10/2014	28/10/2014	G6/VAA/605/14-NB	Clinical Trials Agreements Associate	Clinical Trials Office	Research Management
21/10/2014	28/10/2014	G4/DAM/604/14-JT	Undergrad Programme Officer	Management	Social Science & Public Policy
15/10/2014	28/10/2014	G5/TAC/607/14-JT	Business and Finance Co-ordinator	Library Services	Students & Education Support
28/10/2014	30/10/2014	G4/AAY/622/14-SH	Communications Officer	Faculty Office	Arts & Humanities
16/10/2014	31/10/2014	G6/RUB/630/14-JT	Student Engagement Co-ordinator	Student Services	Students & Education Support
29/10/2014	03/11/2014	G4/MRK/636/14-SC	PA to Prof Andy Adam	Imaging Science and Biomedical Engineering	Life Sciences & Medicine
23/10/2014	03/11/2014	G6/VAA/637/14-NB	Clinical Trials Agreements Associate	Clinical Trials Office	Research Management
29/10/2014	03/11/2014	G4/RTR/633/14-JT	Undergraduate Programme Officer	Academic Centre, Guy's Campus	Students & Education Support
30/10/2014	03/11/2014	G5/RTR/643/14-JT	Admissions Officer	Admissions	Students & Education Support
28/10/2014	03/11/2014	G5/RUW/642/14-JT	Assistant Disability Adviser	Disability Advisory Service	Students & Education Support
28/10/2014	04/11/2014	G4/AAA/646/14-SH	Resources Officer	Philosophy	Arts & Humanities
29/10/2014	04/11/2014	G6/PAL/651/14-PB	Clinical Tutor in Global Mental Health	HSPR	IOPPN
31/10/2014	05/11/2014	G5/MKJ/655/14-LG	Divisional Research Co-ordinator	Cardiovascular Division	Life Sciences & Medicine
06/11/2014	06/11/2014	G4/GFY/663/14-SC	Marketing Co-ordinator	Marketing	FNFNM
28/10/2014	06/11/2014	G5/PCA/660/14-SW	Research Administrator	Addictions	IOPPN
21/10/2014	06/11/2014	G5/RTR/667/14-JT	Legal Compliance Officer	Information Management & Compliance	Students & Education Support
04/11/2014	07/11/2014	G3/ZWA/673/14-NB	Retail Co-ordinator	King's Food	Estates and Facilities
31/10/2014	07/11/2014	G5/RTR/672/14-NB	Graduate School Administrator	Postgraduate & Graduate School Support	Research Management
07/11/2014	07/11/2014	G4/QHR/675/14-JT	Undergraduate Officer	Student Administration	Students & Education Support
30/10/2014	07/11/2014	G4/RTR/679/14-JT	Academic Services Officer	Student Funding	Students & Education Support
30/09/2014	07/11/2014	G4/TAC/677/14-JT	Senior Library Assistant	Library Services	Students & Education Support
10/11/2014	11/11/2014	G5/MYY/691/14-PB	Administrative and Projects Officer	KHP	Health Schools
04/11/2014	12/11/2014	G5/PCD/701/14-SW	Research Information Officer	BRC	IOPPN
11/11/2014	13/11/2014	G5/RTC/706/14-AM	Communications Officer	Global Engagement/King's Worldwide	External Relations
11/11/2014	13/11/2014	G5/RTC/947/14-AM	Communications Officer	Global Engagement/King's Worldwide	External Relations

12/10/2014	13/11/2014	G4/GFY/707/14-SC	Placements Officer	Student Services	FNFNM
11/11/2014	13/11/2014	G4/RTH/705/14-PB	Sports Events Officer	Events & Communities Fundraising	Fundraising & Supporter Development
12/11/2014	13/11/2014	G6/FFD/709/14-JT	Project Officer and Legal Researcher	Law	Law
02/11/2014	13/11/2014	G4/MFP/704/14-LG	Research PA to Professor of Neurorehabilitation	Palliative Care	Life Sciences & Medicine
30/09/2014	13/11/2014	G4/TAC/710/14-JT	Senior Library Assistant	Library Services	Students & Education Support
11/11/2014	14/11/2014	G4/RTC/715/14-AM	Summer Programmes Administrator	Summer Programmes/King's Worldwide	External Relations
13/11/2014	14/11/2014	G3/MFP/717/14-LG	PA/Administrator	Palliative Care	Life Sciences & Medicine
13/11/2014	18/11/2014	G3/PCA/722/14-SW	PA to Head of Department	Addictions	IOPPN
12/11/2014	18/11/2014	G3/PNN/723/14-PB	Administrative Officer	Neuroscience	IOPPN
18/11/2014	20/11/2014	G4/RTE/739/14-AM	International Office Co-ordinator	Marketing	External Relations
20/11/2014	20/11/2014	G3/PCC/751/14-LB	Administrator	Child & Adolescent Psychiatry	IOPPN
14/11/2014	20/11/2014	G5/PTD/738/14-SW	Clinical Placements Co-ordinator	Education Support	IOPPN
14/11/2014	20/11/2014	G4/MII/744/14-PB	MSc Administrator	DIID	Life Sciences & Medicine
10/11/2014	20/11/2014	G5/CCS/748/14-SH	Senior Programmes Administrator	Informatics	NMS
11/11/2014	20/11/2014	G3/RUC/749/14-JT	Office Administrator & PA to Head of Service	Careers & Employability	Students & Education Support
10/11/2014	24/11/2014	G4/PAL/755/14-PB	Section Administrator (SURE)	HSPR	IOPPN
14/11/2014	25/11/2014	G5/RUV/769/14-NB	Conference Sales Executive	King's Venues	Estates and Facilities
13/11/2014	25/11/2014	G3/RTE/770/14-LS	Administration Assistant	Marketing	External Relations
24/11/2014	25/11/2014	G5/PNN/765/14-PB	Research Co-ordinator	Neuroscience	IOPPN
18/11/2014	25/11/2014	G5/PNW/766/14-LB	Psychological Trials Assistant	Wolfon CARD	IOPPN
18/11/2014	25/11/2014	G6/PNW/767/14-LB	Part-time Clinical Support Lead (80% FTE)	Wolfon CARD	IOPPN
06/11/2014	26/11/2014	G3/PNN/774/14-PB	Assistant Research Co-ordinator	Neuroscience	IOPPN
21/11/2014	26/11/2014	G4/PNW/773/14-LB	Research Support	Wolfon CARD	IOPPN
26/11/2014	27/11/2014	G5/GFY/782/14-LS	Communications Officer	Professional Services	FNFNM
26/11/2014	01/12/2014	G3/RTE/794/14-PB	Database Assistant	Supporter Operations	Fundraising & Supporter Development
26/11/2014	01/12/2014	G4/RTE/793/14-PB	Database Co-ordinator	Supporter Operations	Fundraising & Supporter Development
27/11/2014	01/12/2014	G4/PAL/798/14-PB	Centre Administrator	HSPR	IOPPN
28/11/2014	01/12/2014	G4/MGE/802/14-LG	Clinical Support Research	Genetics	Life Sciences & Medicine
19/11/2014	02/12/2014	G5/PNN/809/14-PB	Research Co-ordinator	Neuroscience	IOPPN
01/08/2014	02/12/2014	G5/DAY/804/14-JT	EA	SSPP	Social Science & Public Policy
27/11/2014	03/12/2014	G7/PCP/818/14-SW	Project Co-ordinator	Psychological Medicine	IOPPN
01/12/2014	04/12/2014	G5/AAY/819/14-SH	EA	Arts & Humanities	Arts & Humanities
03/12/2014	04/12/2014	G4/MRS/824/14-LS	Department & Projects Administrator/PA	Imaging Science and Biomedical Engineering	Life Sciences & Medicine
05/12/2014	05/12/2014	G4/RUV/825/14-NB	Conference Co-ordinator	King's Venues	Estates and Facilities
11/11/2014	10/12/2014	G3/PAD/843/14-SW	Research Team Administrator	Psychology and System Sciences	IOPPN
05/12/2014	10/12/2014	G5/PTD/842/14-LB	Research Information & Communications Administrator	R&D Office	IOPPN
28/11/2014	10/12/2014	G6/VAA/845/14-NB	Clinical Research Associate	KHP Clinical Trials Office	Research Management
26/11/2014	11/12/2014	G3/SMC/864/14-NB	Senior Facilities Assistant	Estates & Facilities	Estates and Facilities
05/12/2014	11/12/2014	G3/MYE/872/14-SC	Front Desk Administrator	Medical Education	Life Sciences & Medicine
12/11/2014	12/12/2014	G4/AAA/874/14-SH	Programmes Officer	Creative Arts	Arts & Humanities
12/12/2014	15/12/2014	G6/AAA/901/14-SH	Business Improvement Co-ordinator	Faculty Office	Arts & Humanities
15/12/2014	15/12/2014	G3/NYY/908/14-LS	Teaching Administrator	Oral Surgery	Dental Institute
12/12/2014	15/12/2014	G5/NXA/882/14-LS	Project Support Officer	Central Office	Dental Institute
15/10/2014	15/12/2014	G6/TCG/894/14-LG	Application Systems Analyst	ITS	ITS

12/12/2014	15/12/2014	G7/FFL/891/14-JT	Head of Student Experience & Engagement	Law	Law
10/12/2014	15/12/2014	G3/MRX/898/14-LS	Research Co-ordinator	Imaging Science and Biomedical Engineering	Life Sciences & Medicine
15/12/2014	15/12/2014	G4/MKS/906/14-LG	Section Administrator/PA	Cardiovascular Division	Life Sciences & Medicine
12/12/2014	15/12/2014	G4/MRJ/895/14-LS	PA to the Programme Director & Team	Imaging Science and Biomedical Engineering	Life Sciences & Medicine
10/12/2014	15/12/2014	G5/MRE/879/14-LS	Research Co-ordinator	Imaging Science and Biomedical Engineering	Life Sciences & Medicine
20/11/2014	15/12/2014	G3/RTJ/885/14-JT	Research Support Assistant	Library Services	Students & Education Support
20/11/2014	15/12/2014	G4/RTJ/884/14-JT	Research Support Officer	Library Services	Students & Education Support
15/12/2014	15/12/2014	G4/RTR/902/14-JT	Admissions Officer	Admissions	Students & Education Support
15/12/2014	15/12/2014	G4/RTR/903/14-JT	Admissions Officer	Admissions	Students & Education Support
20/11/2014	15/12/2014	G4/TAR/886/14-JT	Research Support & Digital Assets Officer	Library Services	Students & Education Support
06/11/2014	18/12/2014	G5/MKS/927/14-LG	Senior Clinical Data Administrator & Analyst	Cardiovascular Division	Life Sciences & Medicine
21/10/2014	18/12/2014	G6/CAY/923/14-SH	Senior Administrative Officer	NMS	NMS
20/11/2014	18/12/2014	G4/TAR/924/14-JT	UK Medical Heritage Library Project Officer	Library Services	Students & Education Support
18/12/2014	18/12/2014	G5/RTR/926/14-JT	Data Analysis Officer	Admissions	Students & Education Support
28/10/2014	22/12/2014	G5/SSB/937/14-NB	Compliance Technical Administrator	Compliance	Estates and Facilities
18/12/2014	22/12/2014	G4/PNS/944/14-SW	Natbrainlab Research Coordinator and Communications Officer	Neuroimaging	IOPPN
18/12/2014	22/12/2014	G6/PTR/929/14-SW	Postgraduate Marketing Officer	Education Support	IOPPN
11/12/2014	22/12/2014	G4/RTR/934/14-JT	Admissions Assistant	Admissions	Students & Education Support
06/11/2014	22/12/2014	G4/TAR/945/14-JT	Acquisitions & Discovery Officer	Library Services	Students & Education Support
22/12/2014	06/01/2015	G4/SSB/014/15-NB	S-Labs Project Co-ordinator	Sustainability	Estates & Facilities
19/12/2014	06/01/2015	G4/MQA/003/15-LS	Programme Administrator	Women's Health	FOLSM
05/01/2015	06/01/2015	G5/MJK/009/15-LS	EA to Head of Division	TIMB	FOLSM
22/12/2014	07/01/2015	G5/MRX/020/15-LS	Recruiting Assistant	Imaging	FOLSM
12/11/2014	12/01/2015	G4/AAA/039/15-SH	Programme Officer	Creative Arts	Arts & Humanities
06/01/2015	12/01/2015	G5/GFW/038/15-SC	Mres Administrator	FNFNM	FNFNM
08/01/2015	12/01/2015	G4/RTH/031/15-PB	Direct Marketing Officer	Direct Marketing	Fundraising
12/01/2015	12/01/2015	G6/RTR/045/15-JT	Project Support Officer	Academic Centre	Students & Education
07/01/2015	13/01/2015	G5/PCS/051/15-SW	Research Co-ordinator	Psychosis Studies	IOPPN
13/01/2015	14/01/2015	G5/RTJ/056/15-NB	Senior Research Accounts Officer	Research Grants & Contracts	Research Management
13/01/2015	14/01/2015	G4/DAF/053/15-JT	Postgrad Programmes Officer	Social Science, Health & Medicine	SSPP
14/01/2015	15/01/2015	G4/AAL/062/15-SH	Programmes Officer	MCL	Arts & Humanities
15/01/2015	15/01/2015	G4/RTE/064/15-AM	Widening Participation Co-ordinator	Widening Participation	External Relations
09/01/2015	16/01/2015	G3/RTE/068/15-AM	Widening Participation Assistant	Widening Participation	External Relations
15/01/2015	16/01/2015	G6/RTJ/069/15-NB	Research Grants & Contracts Associate	Research Grants & Contracts	Research Management
16/01/2015	19/01/2015	G5/DAE/078/15-JT	Research Administrator	DEPS	SSPP
19/01/2015	21/01/2015	G5/MOR/096/15-LG	EA	Cancer Studies	FOLSM
15/01/2015	23/01/2015	G5/MHF/106/15-LS	EA	HSCR	FOLSM
14/01/2015	26/01/2015	G4/AAL/116/15-SH	Resources Officer	MLC	Arts & Humanities
05/12/2014	27/01/2015	G4/MRS/121/15-LS	PA to Two Professors	Imaging	FOLSM
28/01/2015	29/01/2015	G4/CCM/135/15-SH	Programme Administrator	Mathematics	NMS
30/01/2015	02/02/2015	G4/PNN/149/15-PB	Clinical Trial Administrator	Neuroscience	IOPPN
04/02/2015	05/02/2015	G4/RTR/163/15-JT	Postgrad Programmes Administrator	KLI	Students & Education
04/02/2015	06/02/2015	G5/PTR/166/15-SW	Programmes Co-ordinator	Education Support	IOPPN
06/02/2015	09/02/2015	G6/MII/173/15-LS	Executive Assistant	DIID	FOLSM

03/02/2015	10/02/2015	G4/MGE/182/15-LG	Admin Assistant	Genetics	FOLSM
09/02/2015	10/02/2015	G5/PNS/184/15-SW	Finance and Admin Officer	Neuroimaging	IOPPN
12/02/2015	12/02/2015	G6/QHA/193/15-AG	Senior Communications & Marketing Officer	Faculty Office	FOLSM
05/02/2015	12/02/2015	G4/VAA/195/15-NB	Clinical Trials Assistant	Clinical Trials Office	Research Management
26/01/2015	16/02/2015	G5/AAL/222/15-SH	Resource Administrator	Modern Language Centre	Arts & Humanities
06/02/2015	16/02/2015	G6/DAW/209/15-JT	Communications Project Officer	Policy Institute	SSPP
12/02/2015	17/02/2015	G2/ZXY/229/15-NB	Part-Time Receptionist x2	Student Residences	Estates & Facilities
16/02/2015	17/02/2015	G4/ZXY/231/15-NB	Operations Assistant	Student Residences	Estates & Facilities
12/02/2015	17/02/2015	G5/PNN/233/15-PB	Research Co-ordinator	Neuroscience	IOPPN
12/02/2015	19/02/2015	G4/MRP/239/15-LS	Departmental Medical Secretary	Imaging	FOLSM
17/02/2015	19/02/2015	G4/PTR/236/15-SW	Programme Administrator	Education Support	IOPPN
06/02/2015	19/02/2015	G5/PCS/238/15-SW	TEL Officer	Education Support	IOPPN
20/02/2015	23/02/2015	G5/RTC/245/15-AM	Study Abroad Senior Officer	King's Worldwide	External Relations
19/02/2015	23/02/2015	G3/RTR/251/15-NH	Admissions Enquiries Assistant	Admissions	Students & Education
28/01/2015	23/02/2015	G5/RTR/250/15-NH	Taught Assessment Administrator	Assessment and Records Centre	Students & Education
24/02/2015	25/02/2015	G4/SSB/262/15-ED	Data Administrator	Estates	Estates & Facilities
26/02/2015	26/02/2015	G4/PCP/269/15-SW	Research Administrator	Psychological Medicine	IOPPN
23/02/2015	26/02/2015	G5/QHR/266/15-NH	Senior Assessment Officer	Student Education / Medical Education	Students & Education
23/02/2015	26/02/2015	G5/RTR/263/15-NH	Senior Boards and Awards Officer	Examinations & Awards	Students & Education
02/03/2015	02/03/2015	G4/PAH/290/15-SW	Programme Officer	Psychology	IOPPN
27/02/2015	02/03/2015	G4/PCP/281/15-SW	Research Administrator	Psychological Medicine	IOPPN
23/02/2015	03/03/2015	G4/MQA/292/15-IH	Divisional Administrator	Women's Health	FOLSM
19/02/2015	03/03/2015	G6/MOE/294/15-IH	Research Associate	Cancer Studies	FOLSM
02/03/2015	03/03/2015	G4/PAH/289/15-SW	Department Administrator (0.5 FTE)	Psychology	IOPPN
27/02/2015	04/03/2015	G6/FFL/303/15-JT	Learning Technology Co-ordinator	Law	Law
16/02/2015	06/03/2015	G5/SSB/309/15-ED	Energy Management Co-ordinator	Sustainability	Estates & Facilities
05/03/2015	09/03/2015	G5/AAA/320/15-SH	Programme Administrator Communications	Creative Arts	Arts & Humanities
26/02/2015	09/03/2015	G4/DAW/321/15-JT	Department Administrator & Events Co-ordinator	War Studies	SSPP