

PARTICIPANT INFORMATION SHEET

Study Title: Flexible Working as a Strategic HR Mechanism: A Qualitative Study of Wellbeing and Job Satisfaction among First-Generation Bangladeshi Finance Professionals in English SMEs

Institution: University of Wales Trinity Saint David

Ethics Approval Date: Pending (to be confirmed upon approval)

Researcher: Nusrat Jahan Jeba

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Supervisor: Dr. Caroline Jawad

Introduction

Thank you for your interest in this research study. Please read this information carefully before deciding whether to participate. Your participation is entirely voluntary. If you choose to take part, you will be asked to sign a consent form and will receive a copy of this information sheet to keep.

Your decision to participate will not affect your professional relationship with the researcher in any way. Whether you choose to participate or not, your professional standing and all existing professional connections will remain unchanged.

Purpose of the Research

This study aims to critically examine flexible working as a strategic HR mechanism within English SMEs by exploring how first-generation Bangladeshi finance professionals interpret and experience work-time flexibility in relation to their earlier professional socialisation in Bangladesh.

The research addresses three key questions:

1. How do first-generation Bangladeshi finance professionals interpret flexible working arrangements in English SMEs in light of their prior professional socialisation in Bangladesh?
2. In what ways do flexible working arrangements influence perceived autonomy, competence, and relatedness among participants?
3. How do participants perceive the strategic intent and organisational effectiveness of flexible working policies within their SMEs?

The research forms part of a Doctorate of Business Administration (DBA) at the University of Wales Trinity Saint David. The findings will contribute to understanding how culturally diverse workforces experience autonomy-oriented HR practices and will help inform SME management practices.

Why Have You Been Invited?

You have been invited to participate because you meet the following criteria:

- You are a first-generation Bangladeshi migrant
- You have a minimum of two years' professional finance experience
- You currently work in a small or medium-sized enterprise (SME) in England
- You have at least two years of UK professional experience

What Does Participation Involve?

If you agree to participate, you will be invited to:

- Take part in one interview lasting approximately 30–45 minutes.
- Discuss your experiences of flexible working, wellbeing, and job satisfaction in your current role.
- Reflect on how your prior work experience in Bangladesh shapes your views on workplace flexibility
- Have the interview audio-recorded to ensure accuracy.
- Optionally, review your interview transcript to confirm accuracy.

The interview will take place at a time convenient for you, with two options:

1. In person – at a location you are comfortable with (e.g., private meeting room, quiet café, or UWTSD Swansea or Cardiff Campus)
2. Online – via Microsoft Teams using University licensed accounts

You may take breaks during the interview if needed.

Potential Benefits

While there is no direct compensation for participating, your contribution will help:

- Advance understanding of how migrant professionals experience flexible working in UK SMEs
- Inform HR practices to better support culturally diverse workforces
- Contribute to academic knowledge in strategic HRM and wellbeing research
- Provide an opportunity for professional reflection on your own workplace experiences

Possible Risks or Discomfort

This research has been approved by the University's Research Ethics Committee. While we do not anticipate any significant risks, you may discuss topics related to workplace experiences, job satisfaction, or cultural adjustment. These conversations may occasionally bring up reflections on challenging situations.

You can:

- Skip any question you prefer not to answer
- Pause or stop the interview at any time
- Withdraw from the study without giving a reason

If you feel any discomfort, support resources such as employee assistance programmes or professional wellbeing services are available through your workplace or general practitioners.

Confidentiality and Data Protection

I am committed to protecting your privacy:

- 1) Anonymisation: Your name and any identifying details (e.g., company name, specific location) will be removed from transcripts and publications. Pseudonyms will be used.
- 2) Audio recordings: Will be transcribed word-for-word and then deleted after transcription is verified.

3) Data storage: Transcripts will be stored securely on password-protected University OneDrive. Only the researcher will have access to identifiable data; the supervisor will have access only to anonymised materials.

4) Data retention: Data will be retained for 5 years in accordance with UWTSD Research Data Management Policy.

5) Confidentiality limits: Your participation will remain confidential unless:

- There is a risk of serious harm to yourself or others
- Disclosure of criminal activity occurs
- Required by law

Your Rights

You have the right to:

- Ask questions at any time before, during, or after participation
- Decline to answer any question
- Pause or stop the recording at any time
- Withdraw from the study within 30 days of your interview (before data analysis begins)
- Request your data be deleted within the withdrawal period
- Receive a copy of the research findings (if you indicate this on the consent form)
- Withdraw without any effect on your professional relationship with the researcher

To withdraw, simply contact me at 2508904@student.uwtsd.ac.uk with your request. You do not need to give a reason and withdrawal will not affect your employment, professional standing or any relationship with the University. As participants are being recruited through professional networks, please be assured that your decision to take part or withdraw will have no impact on your professional relationship with the researcher or any connections within the Bangladeshi finance community

Professional Relationship Assurance

As you are being recruited through professional networks, please be assured that:

- Your decision to participate or withdraw will not affect your professional relationship with the researcher
- If you wish, you may contact the research supervisor directly to confirm your voluntary participation
- The researcher will not recruit anyone over whom they have direct authority or line management responsibility

Research Outputs

The anonymised findings will be:

- Included in a doctoral thesis
- Potentially published in academic journals
- Possibly presented at conferences
- Shared with participants who request it

No raw data, transcripts, or audio recordings will be shared externally.

Contact Information Researcher

Researcher:

Nusrat Jahan Jeba

Email: 2508904@student.uwtsd.ac.uk

Supervisor:

Dr. Caroline Jawad

Email: caroline.jawad@uwtsd.ac.uk

For Questions or Concerns

Data Protection Officer

University of Wales Trinity Saint David

Swansea Business Campus

High Street

Swansea SA1 1NE

Email: foi@uwtsd.ac.uk

Privacy Notice

For more information about how your personal data will be processed, please contact the University's Data Protection Officer at dpo@uwtsd.ac.uk.

For Complaints

If you wish to make a complaint about the conduct of this research, please contact:

Postgraduate Research Office

Email: pgroffice@uwtsd.ac.uk

Next Steps

If you wish to participate:

1. Consider this information carefully
2. Ask any questions you may have
3. Sign the consent form if you agree to take part

You will receive copies of both this information sheet and your signed consent form.

Thank You

Thank you for considering participation in this research. Whether or not you decide to take part, I appreciate your time in reading this information.