Job Title: College Laboratory Technician – Engineering Science & Physics

Job ID: 18433

Location: College of Staten Island

Full/Part Time: Full-Time

Regular/Temporary: Regular

GENERAL DUTIES

Performs highly-skilled laboratory functions and other technical duties in support of coursework.

- Sets up, maintains, and organizes student laboratories
- Assists students with setting up experiments and other learning exercises, and with the use of equipment and materials
- Maintains appropriate safety and hygiene standards
- Maintains required documentation related to laboratory activities
- Manages equipment and materials inventories.

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CONTRACT TITLE

College Laboratory Technician

FLSA

Non-exempt

CAMPUS SPECIFIC INFORMATION

The Department of Engineering Science and Physics at the College of Staten Island is seeking applicants for a full-time position as a College Laboratory Technician. The department offers four main Bachelor’s degree programs; in Engineering Science (Mechanical or Computer specialization), Electrical Engineering, Physics, and Earth & Environmental Science as well as a Masters in Engineering in Electrical Engineering. For this reason, candidates should have general background experience working in a laboratory setting, and have a general familiarity with both electrical, and mechanical experiments alike. The selected candidate will report to the Department Chair and work alongside other CLT’s and professors to support and maintain ten diverse laboratories, as well as support research labs when needed.

The College of Staten Island (CSI) is a City University of New York (CUNY) senior College organized around two academic divisions and three schools, with over 14,000 students. CSI offers a broad range of academic programs in the liberal arts and sciences, and in several professional areas. The College awards associate's, bachelor's, master's and clinical doctoral degrees, and in collaboration with The CUNY Graduate Center, numerous Ph.D. degrees. CSI's internationally recognized faculty passionately engage in scholarly and artistic activities, and together with a strong professional staff, lead students through transformational learning experiences both inside and outside of the classroom. The College is situated on a 204-acre site, has recently incorporated a residential component, and is
currently engaging in capital expansion. It is a hub of intellectual and artistic activity and a community partner and source of economic impact and job creation for the greater Staten Island area.

Duties include but are not limited to:
- Set-up of equipment, demonstrations and computer lab support for lab classes and student projects and research.
- Provides students with instruction on how to use equipment properly, and follow safety procedures.
- Coordinates purchase orders, maintenance, repair and use of lab equipment/supplies.
- Maintains and upgrades software in multiple computers in labs and classrooms managed by the Department.
- Coordinates with faculty and full-time CLT’s to schedule classes and optimize lab usage.
- Works with faculty members to develop or enhance laboratory experiments.

MINIMUM QUALIFICATIONS

High School Diploma with a minimum of four years’ related experience. Additional education may be used to meet the experience requirement: an Associate degree may be substituted for two years experience, and a Bachelor’s degree may be substituted for four years experience.

OTHER QUALIFICATIONS

Applicants should have experience in:
- Electrical and electronics troubleshooting.
- Small-scale prototyping and fabrication.
- Instructing small groups.
- Diagnostic and equipment repair.
- Programming experience in Java/C++/Python.
- Technical software such as Multisim, SPICE, Matlab, LabView, AutoCAD.

COMPENSATION

Salary commensurate with education and experience.

CUNY’s benefits contribute significantly to total compensation, supporting health and wellness, financial well-being, and professional development. We offer a range of health plans, competitive retirement/pension benefits and savings plans, tuition waivers for CUNY graduate study and generous paid time off. Our staff also benefits from the extensive academic, arts, and athletic programs on our campuses and the opportunity to participate in a lively, diverse academic community in one of the greatest cities in the world.

BENEFITS

CUNY offers a comprehensive benefits package to employees and eligible dependents based on job title and classification. Employees are also offered pension and Tax-Deferred Savings Plans. Part-time employees must meet a weekly or semester work hour criteria to be eligible for health benefits. Health benefits are also extended to retirees who meet the eligibility criteria.

HOW TO APPLY

To apply, please visit http://cuny.jobs/ and enter the Job ID# in the “What” section field. Candidates must attach a resume, cover letter, and three professional references (name, title, organization, and contact information) as one file.

CLOSING DATE

April 17, 2018

JOB SEARCH CATEGORY

CUNY Job Posting: Support Staff
EQUAL EMPLOYMENT OPPORTUNITY

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.