



Title: Laboratory Technician

Location: Shanghai, China

Summary:

NYU Shanghai has an immediate opening for a laboratory technician to provide laboratory support for its Foundation of Science (FoS) program. The lab technician will perform general laboratory and maintenance and provide support for instructional courses as directed and will report to the Director of Laboratories.

Job Description:

1. Supply and Equipment Maintenance

1. Maintain chemical and equipment inventory and ensure adequate supplies of all chemicals, glassware and equipment for FoS. Report supply deficiencies to Director of Laboratories and generate purchase order when necessary.
2. Equipment supplies. Ensure operation of instruments. Check performance of instruments, test instrument in advance, troubleshoot instruments and arrange for necessary repairs and replacements.

2. Course Support

1. Prepare standard and stock solutions and reagents for laboratory courses.
2. Stock labs with required chemicals and equipment in advance.
3. Be on-call when lab courses are in session and provide first-aid/CPR support for instructors in the event of accidents.
4. Assist laboratory instructors in maintaining computers for the FoS laboratory courses.

3. Laboratory Maintenance

1. Perform periodic checks on laboratory safety equipment (i.e. eyewashes, extinguishers, first-aid kits etc.) and ensure safety equipment is functional and fully supplied.

4. Waste Handling

1. As directed by Director of Laboratories, collect chemical and biological wastes from FoS laboratories and prepare them for pickup for disposal by EHS or equivalent. Manage broken glass disposal and pickup. If improper waste



disposal is observed, bring the matter to the attention of the course instructor and the Director of Laboratories.

5. Security and Safety

1. Observe laboratory operations and bring any security and safety concerns to the attention of the Director of Laboratories.

6. Perform additional lab support duties as directed by Director of Laboratories.

Qualifications:

1. A bachelor's degree in chemistry or biology is required (master's degree desirable), ideally with substantial coursework, particularly laboratory experience, in both disciplines (experience in protein crystallography is beneficial).
2. 0-2 year's related experience is preferred.

招聘职位：实验室技术员 2 名

任职条件：化学或生物本科学历（研究生学历优先），有实验室工作经验和蛋白质结晶经验者优先。

岗位概述：本科教学实验室的日常维护，协助任课教授准备实验。

岗位职责：

一. 实验室供给

1. 拟定整理试剂和设备清单，保障实验室药品及仪器供应。必要时采购药品及仪器。
2. 保障仪器正常运转。根据情况及时安排检修及更换。



二. 协助实验课

1. 配制实验课所需试剂及溶液。
2. 准备试验药品及仪器。
3. 有试验课的时候值班，在发生意外时协助任课教授及时处理。
4. 协助任课教授维护实验室用电脑。
5. 实验课结束后，关好总电源，整理好设备及剩余药品，关好门窗，保证安全。

三. 实验室维护

1. 保障实验室安全设施准备到位且能正常运转（灭火器，急救箱，洗眼器等）。

四. 实验室废液

1. 按照规定收集废液，并及时移交环境安全部门处理。

五. 实验室安全

1. 监测实验室安全。对违反实验室安全规定的行为及时制止并汇报上级。

六. 完成上级安排的其他工作。



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