Career Opportunities at Western

Position Posting

Job Title: Technical /Research Support II

Faculty/Unit: Faculty of Science

Department: Chemistry

Employee Group: Non Union

Appointment Type: Contract

Appointment Status: Temporary Full-Time

Start Date: 2017/10/10

End Date: 2018/04/30

Hours per Week: 37.50

Hourly Rate: $21.50 to $32.50

Salary will be commensurate with experience.

About Western

Western University delivers an academic experience second to none. Western challenges the best and brightest faculty, staff and students to commit to the highest global standards. Our research excellence expands knowledge and drives discovery with real-world application. Western attracts individuals with a broad worldview, seeking to study, influence and lead in the international community. Since 1878, The Western Experience has combined academic excellence with life-long opportunities for intellectual, social and cultural growth in order to better serve our communities.

About Us

The Integrated Science program at Western (WISc) is a four-year, limited-enrollment undergraduate program that combines the focused coursework of a traditional honors degree with a unique set of courses in Integrated Science. WISc is intended to recruit the best undergraduate students and to make the Faculty of Science at Western the destination of choice for a Science degree. The program emphasizes the chemical and physical sciences while making connections to the life sciences. Through novel classroom, laboratory, and field experiences, WISc students will refine their critical thinking and problem-solving skills while at the same time strengthening teamwork, leadership abilities, and community engagement. WISc will also be an incubator for the development of innovative teaching and learning strategies.

Responsibilities

The primary duties of the Undergraduate Laboratory Technician are to work in collaboration to provide technical support in the WISc teaching lab and to provide administrative support to the faculty and students in the program. The Undergraduate Laboratory Technician will assist in the design and set-up of experiments and other day-to-day operations of the WISc and chemistry laboratories, such as ordering supplies using pre-established guidelines. The Undergraduate Laboratory Technician will assist with providing training and oversight to students, ensuring a safe, organized, and effective laboratory experience is offered to the students. The successful candidate will also have secondary (10%) and identical duties directly in the Department of Chemistry.

Qualifications

Education: - BSc in Chemistry (or equivalent)

Experience: - 2 -3 year laboratory experience preferably in a teaching laboratory setting Skills, Abilities & Expertise: - Participates and provides input into the development of laboratory experiments that integrate multiple scientific areas. - Prepares and sets up the reagents, supplies, and equipment necessary for the laboratory experiments based on the syllabus and instructions from supervisor - Maintains the general appearance and condition of the laboratory facilities - Cleans and maintains laboratory equipment in good working condition, performs minor repair when needed or arranges for external service - Monitors and maintains an inventory of supplies - Ensures that the facilities and safety training provided to teaching assistants and students meets or exceeds the requirements needed for the experiments performed. - Acts
as a member of the department's Building Emergency Team. - Provides the WISc director and Chemistry lab manager with regularly scheduled updates on all laboratory operations and financial matters. - Monitors expenditures and reports to WISc director on financial matters related to the laboratory budget - Acts as a technical resource to help troubleshoot experimental or instrument issues. - Provides general administrative support for WISc course instructors & director - Assists with printing, organizing, sorting, collating and scrutinizing materials related to the laboratory/course, and creates/maintains laboratory manuals. - Arranges proctors for tests and examinations as requested. Arranges and schedules off-site experiments and "field trips" - Makes decisions on the preparation of reagents and the general layout of the facilities. - Makes recommendations to the WISc director and the Chemistry lab manager for short- and long-term equipment purchases to be utilized in the lab - Organization of own work-day and management of own tasks and priorities - Provides guidance to the WISc director in selecting and hiring teaching assistants - Resolves technical and experimental issues utilizing established protocols and/ or procedures - Ensures the proper handling and disposal of hazardous waste materials following health and safety guidelines and legislation - Acts as a WISc representative when collaborating and interacting with faculty and staff from all of the other departments involved in the WISc program - Reconciliation of financial resources on a monthly basis - Independently resolve issues related to the running of lab experiments. Ideas for new or changing experiments are discussed with the co-directors prior to implementation.

Why Western?

Western offers a broad and exciting variety of part-time and temporary employment opportunities with ample room for job exploration and growth. Within our beautiful campus, you are part of a progressive work environment that promotes work/life balance including access to our state-of-the-art recreation centre. Apply for an opportunity to be part of the Western community and contribute to its success!

Background Checks

While transcripts are not required for the interview, they are mandatory prior to any offer of employment.

Applying at Western

To ensure that your application is given full consideration, please complete all relevant sections of the application. In addition, you can choose to supplement your application with a cover letter and current resume. Consideration of applicants will include an assessment of previous performance, experience, and qualifications. Applicants should have oral communication skills in English.

Western Values Diversity

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact Human Resources at hrhelp@uwo.ca or phone 519-661-2194.

Please Note:

We thank all applicants for their interest; however, only those chosen for an interview will be acknowledged.

Please apply on or before Thursday, October 05, 2017