

# Job Description

<b>Job Title:</b>	College Laboratory Technician - Chemistry
<b>Job ID:</b>	6263
<b>Location:</b>	Lehman College
<b>Full/Part Time:</b>	Full-Time
<b>Regular/Temporary:</b>	Regular

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## 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.

Job Title Name: College Laboratory Technician

## CONTRACT TITLE

College Laboratory Technician

## FLSA

Non-exempt

## CAMPUS SPECIFIC INFORMATION

Candidate will be expected to prepare laboratory reagents; receive, store and distribute chemicals and equipment to students and faculty for laboratory courses and research; maintain records; prepare laboratory reagents; service laboratory classes; keep laboratories in good order; maintain, service, and run instrumentation and computers; and prepare lecture demonstrations. Evening and/or weekend work will be required.

## 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

Applicant shall be a high school graduate possessing one of the following sets of additional qualifications: (a) four years of appropriate work experience; (b) an associate degree and a minimum of two years of appropriate work experience; or (c) a bachelor's degree in chemistry. B.S. or B.A. A degree in Chemistry or Biochemistry is strongly preferred. Previous laboratory work experience including work with chemical instrumentation and computer hardware and software desirable.

## COMPENSATION

Commensurate with qualifications and experience.

## 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, go to [www.cuny.edu](http://www.cuny.edu), select "Employment", and "Search Job Listing". You will be prompted to create an account. Return to this job listing using the "Job Search" page and select "Apply Now".

Applicants should upload resume, academic transcript, and the names and addresses of three references.

## CLOSING DATE

Open until filled with review of resumes to begin September 4, 2012.

## JOB SEARCH CATEGORY

CUNY Job Posting: Managerial/Professional

## EQUAL EMPLOYMENT OPPORTUNITY

We are committed to enhancing our diverse academic community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion. EO/AA Employer.

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