



温州肯恩大学

WENZHOU-KEAN UNIVERSITY

岗位说明书——生物实验室专员

所属部门：教学部 汇报机制：实验科研中心主任

岗位职责：

1. 完成实验课程的辅助教学；
2. 管理实验室安全；
3. 采购实验室设备和耗材；
4. 规划和建设实验室；
5. 指导学生的科研项目；
6. 完成交办的其他工作。

聘任条件：

必备条件：

1. 硕士及以上学位，生物或化学相关专业背景；
2. 有优秀的中英文口语及书面交流能力，能胜任对外沟通交流工作；
3. 热爱高校工作，能胜任加班及在高强度工作环境下完成多项任务；
4. 有一定科研能力。

优先条件：

1. 高校或者教育机构从事相关工作经历；
2. 中外合作大学或海外求学经历。



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Job Description - Bio-Laboratory Specialist

Department: Academic Affairs

Report to: Director of Lab & Research Center

Responsibilities:

1. Assist professors with laboratory courses;
2. Keep the laboratory safety;
3. Purchase laboratory instruments and consumables;
4. Plan and construct of the laboratory;
5. Guide students with research projects;
6. Undertake other assigned tasks.

Qualification:

Required:

1. Master degree or above in biology, chemistry or other related field;
2. Good level of English and Chinese proficiency with fluent speaking and writing ability, capable of external communication work;
3. Motivated to work at university context, and be capable to work under high pressure;
4. Basic research capabilities.

Preferred:

1. Relevant working experience in university or education institutions;
2. Working experience in Sino-foreign cooperative university and oversea education background.