



温州肯恩大学

WENZHOU-KEAN UNIVERSITY

岗位说明书——教学部实验中心

生物科研实验专员

所属部门：教学部

汇报机制：实验中心负责人和教学部负责人

岗位职责：

1. 负责生物类科研仪器的管理，包括设备预约、设备教学培训和定期维护
2. 负责学校实验动物房日常管理
3. 协助研究生实验室安全管理工作
4. 协助并发展研究生相关实验课程
5. 配合实验室负责人建设和发展科学实验室
6. 完成领导交办的其它实验室日常工作

必备条件：

1. 优秀的中英双语书面表达能力和口语能力
2. 硕士及以上学位，生物科学、生物技术、生物医学工程等生物相关专业

优先条件：

1. 有实验室工作相关经历优先
2. 有动物实验相关经历优先
3. 熟练掌握生物类科研仪器的使用
4. 优秀的协调能力
5. 热爱高校工作，能胜任加班及在高强度工作环境下完成任务



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Job Description - Biology Research Technician

Department: Academic Affairs Report to: Laboratory Center of Academic Affairs

Responsibilities:

1. Manage the laboratory instruments, including reservation, training and regular maintenance of instruments.
2. Daily management of laboratory animal room.
3. Supervise the safety operation in research laboratory.
4. Assist to develop the related laboratory courses for postgraduate.
5. Assist the lab manager to construct and develop the science laboratory.
6. Fulfill other work assigned by leaders.

Required Qualification:

1. Excellent fluency in both oral and written communication in English and Chinese.
2. Master's degree or above in Biology or relevant educational background, such as the biological sciences, biotechnology and biomedical engineering etc.

Preferred Qualification:

1. Laboratory working experience is preferred.
2. Working experience in animal experiments is preferred.
3. Related experience dealing with instrumentation in biology laboratories is preferred.
4. Excellent coordination skill is preferred.
5. The ability to work efficiently in the university environment with high pressure is preferred.