



**KUWAIT COLLEGE OF SCIENCE AND TECHNOLOGY (KCST)** is a newly established private university in Kuwait offering degrees in Computer Science, Computer Engineering and Electronic and Communications Engineering, fully accredited by the nation's Ministry of Higher Education/Private Universities Council. KCST commenced operations in January 2016 and already has a full-time population in excess of 750 students.

<b>Job Vacancy</b>	<b>ECE – Innovation Laboratory Technician</b>
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**Duties and Responsibilities:**

- Setting up the experiments according to the programmed exercise of each day.
- Ensuring that all equipment and components required are in place and in perfectly working condition.
- Execute a dry run of each experiment ahead of the programmed date.
- Be present during the actual run of the experiment to help the students in case they encounter problems with their set-up.
- Keep a regular schedule of maintenance rounds and report to the Lab instructor deficiencies in parts and malfunctioning of equipment.
- Establish and maintain an efficient file system of parts, materials and equipment.
- Organize efficiently the storage space of parts.
- Keep an updated list of suppliers with quality comments.
- Help the instructor and the lab assistant in the evaluation of the measurements at run-time and in the reports of the students.
- Keeping inventory records and proper storage of the equipment and components.
- Coordination of infrastructure services support for the optimization of the Lab learning environment.
- Contacting providers in case of malfunctioning equipment.
- Provide guidance to research students and laboratory technicians to ensure that the activities regarding research and engineering are carried out in the desired fashion.
- Purchasing of various laboratory components, interacting with vendors and sales executives
- Performing various other duties and activities as assigned by the heads of the department also ensuring quality and discipline based activities



KUWAIT COLLEGE OF SCIENCE & TECHNOLOGY

كلية الكويت للعلوم والتكنولوجيا

Private University

جامعة خاصة

- Installation, commissioning and servicing of the various laboratory equipment's, soft wares and other hard wares associated.

**Successful candidates are expected to have:**

- Fluent English and Arabic knowledge including capability to write official communications in both languages.
- Very good organizational skills in procuring, filing and storing parts for laboratory experiments.
- A good knowledge of practical and theoretical aspects of Electrical Engineering and Physics.
- Good knowledge of IT tools for maintaining and monitoring the storage of parts.
- Good interpersonal skills.
- Ability and experience to communicate with electronic equipment providers in English speaking countries.
- A Bachelor Degree or a Diploma in Electrical Engineering, Electronics or Physics.
- Minimum two years of relevant experience.

KCST offers internationally competitive salaries, health insurance. Please send full CV, including photo, as well as cover letter and also the list of three professional references with contact information, and copies of degree certificates to [careers@kcst.edu.kw](mailto:careers@kcst.edu.kw). Please write VACANCIES IN ECE- INNOVATION LABORATORY TECHNICIAN in the subject line.