

Kuwait College of Science and Technology is fully licensed by the nation's Ministry of Higher Education/Private Universities Council and started its operation in 2016 offering degrees in Computer Science, Computer Engineering and Electronics and Communications Engineering. In 2020, the student population exceeded 1300, and the first cohort of engineers has graduated. The University has an outstanding high research output among all private universities in Kuwait.

One of the cornerstones of the University's strategy is ***Engineering with Leadership***, which means that the University aims to produce engineering graduates who are aware and conversant with management theory and techniques. Thus, its current engineering curricula already contain significant portions of economics, management and entrepreneurship.

The Department of Electronics and Communications Engineering is recruiting ambitious academics with a proven track record in teaching.

Job Vacancy	Lab Assistant
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The scope of work includes the installation, demonstration, maintenance and troubleshooting of equipment and facilities related to the different engineering (the type of equipment depends on the department and the laboratory where the candidate is appointed). This is a hands-on role which will have the Laboratory Assistant working closely with faculty and students in laboratories and workshops. The Laboratory Assistant sets up the lab in preparation for experiments and maintain supplies and documentations.

In addition to the above the Laboratory Assistant is committed to assist in delivery of engineering, math, science and IT tutorials and labs as per the work needs. The Laboratory Assistant may also be assigned any work other than the agreed upon, if necessary, within the qualifications and expertise of the Laboratory Assistant.

Duties and Responsibilities:

- Assists in the development of labs. Operational condition and maintenance of teaching equipment
- Support students and faculty in using machines, tools and equipment within the laboratory
- Supports faculty and students in resourcing and implementation phase of student projects, as required
- Create lab manuals, Health and Safety instructions and all other required manuals and instruction relevant to the discipline.
- Receives, installs and maintains laboratory equipment and supplies
- Maintains a schedule of preventative maintenance for all equipment and keeps adequate manuals and maintenance logs for equipment and parts.
- Provides teaching assistance to Faculty during workshops, laboratory and tutorial sessions
- Perform teaching duties in his/her field or a closely related field as required.
- Demonstrate the use of machines, tools and equipment within the lab.



- Maintain consumable materials store and ensures adequate inventory levels for supplies.
- Maintains systems and procedures to track borrowed equipment and tools
- Observes and reinforces safety and housekeeping procedures and protocol within the laboratory
- Performs other related tasks or teaching duties as assigned by the Head of Department.

Successful candidates are expected to have:

- B.Eng. Degree in Electronics and Communications engineering discipline or M.Sc. Degree in Electronics and Communications field will be preferred.
- Experience in the particulars of the labs of elements of power electronics; power diodes, TRIACs, DIACs, SCRs, etc.
- Membership to a relevant internationally-recognized professional association is desirable.
- Training certificates or diplomas in workshop practices is desirable.
- Practical workshop skills, as evident by knowledge of instruments and devices, relevant devices used within the laboratory, and other workshop tools and equipment
- Troubleshooting and technical problem-solving skills
- A high degree of computer literacy and demonstrated ability to integrate technology in the workplace
- Strong verbal and written communication skills and a demonstrated competency to interact with people at all levels of the organization
- The ability to work effectively as part of a team in a multi-cultural environment and to cope with pressure in a positive manner while working to deadlines within a busy and demanding environment.
- A demonstrated willingness to engage in professional development, and to adapt to the evolving needs of the program.
- Knowledge of electronics and electrical systems is desirable.
- Previous Teaching experience is desirable.
- Fluent in written and spoken English is essential.

KCST offers internationally competitive salaries and health insurance subject to entitlement.

For full consideration, applicants should submit the following documents, preferably in a single ZIP file:

- i. Cover letter,
- ii. Curriculum vitae,
- iii. List of three professional references with contact information

Applications should be sent to careers@kcst.edu.kw. Review of applications will begin immediately and continue until the position is filled. All inquiries related to the advertised position should be addressed to careers@kcst.edu.kw. Please write **VACANCY IN ECE – LAB ASSISTANT** in the subject line.

Further information about the University and Job Openings can be found at <http://www.kcst.edu.kw/>.