



JOB DESCRIPTION & PERSON SPECIFICATION

JOB TITLE: Lab Engineer	DEPARTMENT: Computing
POSITION REPORTS TO: Head of Computing Department	
POSITION IS REPORTED BY: N/A	
MAJOR JOB RESPONSIBILITIES	
<ol style="list-style-type: none">1. Manages and supports the proper functioning and development of the relevant Computing Laboratories.2. Directs the preparation of lab experiments as advised by the course instructor, coordinates the set-up of required tools, and ensures calibration and proper functioning of equipment.3. Instructs and demonstrates to students the proper techniques in lab safety, and use and operation of lab equipment.4. Assists faculty and graduate students in conducting research experiments, and help undergraduate students in doing their course and final-year projects.5. Performs other related duties such as maintaining and updating a data base on equipment catalogs, manuals, data books, protocols of experiments.6. Takes initiatives to design new experiments or find inexpensive solutions.7. Any other tasks assigned by the Supervisor/ Higher Management.	
<u>PERSON SPECIFICATION</u>	
(1) Academic Qualification Required BSc Computer Science or relevant field from an HEC recognized University	
(2) Specific Job-related Skills Required <ol style="list-style-type: none">i. Analytical Skillsii. Interpersonal Skillsiii. Problem-Solving Skilliv. Ability to organize the work and meet the deadlines	
(3) Specific Job-related Traits & Behaviours Required <ol style="list-style-type: none">i. Initiative taking and ability to work independentlyii. Cooperation and Coordination	
(4) Experience Required At least 1 year experience or related in the related field	