

**THE HONG KONG POLYTECHNIC UNIVERSITY**

**DEPARTMENT OF HEALTH TECHNOLOGY AND INFORMATICS**

**Post Specification**

**Assistant Technical Officer** (Ref. 21041904)

**[Appointment period: eleven months]**

**Duties**

The appointee will be required to:

- (a) assist in the coordination of the smooth running and maintenance of both the teaching and research laboratories of Medical Laboratory Science;
- (b) prepare reagents, samples and equipment, and perform demonstration for students in practical classes;
- (c) order chemicals, consumables and equipment, and assist in monitoring the budget of the laboratories, etc.;
- (d) provide technical assistance to research and project students;
- (e) assist in the implementation of Health and Safety policies of the University;
- (f) check and update the stock and inventory, and be responsible for the maintenance of equipment; and
- (g) perform any other duties as assigned by the Head of Department or his delegates.

**Qualifications**

Applicants should have a recognised degree in Biomedical Science or an equivalent qualification.

Preference will be given to those with higher academic qualifications and/or relevant post-qualification experience preferably in Microbiology and Histology.

**Remuneration**

A highly competitive remuneration package will be offered. Applicants should state their current and expected salary in the application.

19 April 2021