

Job Title: Senior Lab Superintendent (Chemistry)**Reports to: Head of Department / Programme Coordinator, Chemistry, Ashoka University****Location: Ashoka University****Experience (in years): 5-10 years of experience****Nature of work:** Full Time**About Ashoka University:**

10 years ago, we embarked on a journey to establish a world-class, multi-disciplinary, liberal arts and sciences university in India. Built on the finest global best practices of institution and university governance, Ashoka has truly transformed Indian higher education in India with its unique pedagogy, governance and best practices.

Ashoka is today India's #1 liberal arts and sciences university that is home to the most diverse student body, a hub for impactful research and a magnet for best-in-class faculty and staff.

Ashoka has been ranked in the top five among private Universities in India by QS Asia and has also secured top rank among all Indian Universities in the 'International Faculty' indicator. The University was earlier awarded Diamond rating by QS I.GAUGE as a recognition of its continuous focus on academic rigour, inter-disciplinary pedagogy, world-class faculty, academic research, innovative modules of engagement with the community and teaching methods. For further information, visit www.ashoka.edu.in.

We aim to co-create a nurturing space for our students, faculty, staff, donors and community positively through universal values:

- **Be Mission-Driven**
- **Think Strategically**
- **Act Authentically**
- **Take Accountability**
- **Build Collaboration**
- **Deliver Excellence**

About Department/Centre:

The position of Senior Lab Superintendent (Chemistry) will be a part of the process of establishing and developing the chemistry undergraduate and research laboratory at Ashoka, working under the guidance of the chemistry faculty.

Role and Responsibilities:

- Assisting students for setting up lab experiments • Performing duties related to the laboratory activities
- Handling purchase process of the chemistry Department
- Contributes to a safe environment in the laboratories by keeping safety regulations, explaining safety procedures to individuals using the laboratories.
- Up-dating the general stock record system of the laboratory and maintenance of dead stock.
- Any Other task assigned by HoD, not listed here, which occasionally may be required for the efficient running of the Chemistry labs.

Education Qualification : M.Sc. in Science, preferably in Chemistry**Competencies****Skill Sets**

- M.Sc. in Science, preferably in Chemistry.
- About 5-6 years of experience working in any reputed University/College.
- Ability to prepare and organize laboratory and demonstrate experiments.
- Computer skills
- Good communication skills

- Ability to work a flexible schedule and accommodate change

Last Date for Application : June 19, 2023

Application Submission Process

Please submit an updated CV at ur CVs to connect.hrd@ashoka.edu.in/hod.che@ashoka.edu.in, with the subject line – <Job Name+Department Name_Applicant Name>.

Kindly ensure that the application includes the last compensation received, expected salary, and notice period.

Only shortlisted candidates will be contacted.

Candidates applying after the due date will not be considered. (If the application is time-bound)

Ashoka is an equal opportunities employer. Remuneration will be competitive with Indian non-profit pay scales and will depend upon the candidate's experience levels and the overall organization's salary structure.