



JOB DESCRIPTION

Job Title:	Laboratory Technician (Mechanical Services Workshop)
School/Department:	The Faculty of Science and Engineering (FOSE), Faculty Technical
Job Family and Level:	2
Contract Status:	Permanent
Location:	Block D (Lower Ground Floor) and Block N (Engineering Bay and Studio Lab), University of Nottingham Malaysia Campus
Reporting to:	Line Manager: Technical Manager, The Faculty Technical Supervisor: Laboratory Officer, M3 Support Unit
Purpose of role:	<p>To provide the staff and students of the Department of Mechanical, Manufacturing, and Material Engineering with skilled, technical support and contribute to the teaching and supervision of undergraduates for the Engineering Application Module and Design & Make Modules in the use of machine/hand tools and during final year individual research projects.</p> <p>To work as part of a team of multi skilled technicians providing a service to both teaching and research in the Department and the Faculty by performing repair work, modification and construction of new and existing equipment and rigs and the manufacture of new components.</p> <p>To use and maintain several 3D printing machines and material testing machines.</p>

Generic role:

No.	Main Responsibilities
1.	Using a high degree of technical expertise, provide design and manufacturing advice, assistance, and recommendations to academic and research staff and students at all levels in making things happen for them or materializing their ideas into workable units by conceptualizing and interpreting the requirements of staff and students.
2.	To assist with the raising of purchase orders, ensuring compliance with university procurement procedures and work co-operatively with the other members of the technician team in support of team, department and faculty objectives
3.	To undertake appropriate administrative and support tasks that may arise commensurate with the grade as directed by the Faculty Technical Manager and Mechanical, Manufacturing, and Material Support Unit Leader/Supervisor
4.	To undertake personal and professional development in accordance with the post requirements such as Attending at internal/external meetings to support work activities and represent the Mechanical Workshop at exhibition and networks to ensure up-to-date knowledge on cutting edge technology.
5.	Comply with workplace practices and conduct in the Workshop, ensuring compliance with legal and Health & Safety standards. Assist in Health & Safety aspects of projects.

Specific role:

No.	Main Responsibilities
1.	Design, manufacture, repair, development, construction, modification and commissioning of equipment, rigs and models using a full range of conventional machine tools, bench equipment, injection moulding machine and welding equipment.
2.	To supervise and demonstrate the safe usage of machine tools and hand tools to the students and advising students and staff on the design, construction and provision of research and laboratory equipment
3.	To receive requests from students and/or staff, either verbally or in the form of drawings or sketches and plan the best manufacturing process using the tools and equipment available.
4.	To be responsible for the operation and maintenance of workshop machine tools, equipment, and machinery involving hydraulic, pneumatic, and assembly applications and for the maintenance of a clean and safe workshop environment and to be the designated custodian for assigned laboratory space plus complying with both statutory and university safety procedures.
5.	To support the faculty and the department's outreach activities with school, colleges, and prospective students
6.	Produce engineering drawings and 3D models using design and drafting software such as AutoCAD inventor, or Fusion 360, or SolidWorks. Ensure that components are manufactured and machined within the tolerances specified by the design.

Job Requirement:

Specification	Essential	Desirable
Qualifications/ Education	Diploma in Engineering (Mechanical/Electrical/Electronic/Mechatronic)	Degree in Engineering
Knowledge and Skills	<ul style="list-style-type: none"> • Ability to interpret and draft mechanical technical drawing. • Good general IT skills and the use of CAD/CAM software. 	<ul style="list-style-type: none"> • Knowledge of CNC machines and CNC programming. • Ability to use a full range of conventional machine tools and 3D Printers.
Working Experience	Served in a recognized Engineering Internship training during study with substantial experience in an engineering and manufacturing environment.	Experience in the maintenance and repair of manufacturing equipment.
Character Attributes	<ul style="list-style-type: none"> • Ability to work in a team. • IT literate • Good interpersonal skills • Good communicator • Willing to undertake specialized training as required. 	Good presentation and public speaking skills
Others	<ul style="list-style-type: none"> • A good understanding of Workplace Health & Safety regulations and procedures. • Innovative and pro-active approach to working in a constantly changing environment. 	Able to produce clear and concise written material.