

## Job Description

### Position: Lab Technician (Mechanical Engineering Department)

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#### Main Purpose

Lab Technician will be responsible for the maintenance & upkeep of all the laboratory equipment and keep them in working order.

#### Reports to: Head of the Department

#### DUTIES/RESPONSIBILITIES OF LAB TECHNICIAN

- Maintain and upkeep of all laboratory equipment
- To maintain equipment logbook and keep the equipment in working order.
- To maintain dead stock register
- Any other duty assigned by the Head.
- Managing daily routine work of the Labs
- To maintain in entry/exit register in the Lab
- Help the UG/PG/Ph.D. students in the conduct of lab experiments.
- Any other activity deemed necessary to run the laboratory smoothly.
- Any other duty assigned by lab in-charge/HOD.

#### Qualifications

- **B.Tech / Diploma in Mech.**

#### Experience

At least **2-5 years'** experience in the same field. Fresher with an excellent academic track record will also be considered.

Interested candidates can send their CVs by email ([amandeep.dhot@thapar.edu](mailto:amandeep.dhot@thapar.edu)) positively by **20<sup>th</sup> Aug 2024**