

Senior Laboratory Technician
University of Southern California

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Posted Mar. 1, 2024, set to expire Jul. 3, 2024

Job Title	Senior Laboratory Technician
Department	Civil Engineering https://cee.usc.edu/
Institution	University of Southern California Los Angeles, California
Date Posted	Mar. 1, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Structural Engineering Geotechnical Construction Engineering/Management Civil Engineering
Apply Online Here	https://usccareers.usc.edu/job/los-angeles/senior-laboratory-technician/1209/60632249632
Apply By Email	
Job Description	

The Senior Lab Technician supports critical operations in the Sonny Astani Department of Civil and Environmental Engineering at the University of Southern California (USC), reporting directly to the Department Chair and the faculty teaching the laboratory sessions. This position establishes and operates standard laboratory equipment and prepares experimental materials using laboratory protocols and safety guidelines.

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Primary Responsibilities Include:

- Assisting with teaching the laboratory sessions of CE334L Mechanical Behavior of Materials and CE467 Geotechnical Engineering.
- Helping with the teaching laboratories, including preparing the laboratory for each lab session, training the teaching assistant on using the equipment and data acquisition systems, operating the equipment, performing necessary maintenance and calibration, ordering materials and supplies, and fixing equipment as necessary.
- Fabricating test samples and test fixtures using metalworking, woodworking, etc., for the laboratory and based on departmental needs.
- Rigging, moving, and disposing of test samples and fixtures.
- Operating heavy machinery, including welders, forklifts, overhead cranes, etc.
- Maintaining laboratory equipment.
- Cleaning and organizing the laboratory to maintain a safe and orderly work environment for all.
- Assisting with inventory tracking in the department.
- Train and assist other laboratory staff and students in operating testing and teaching equipment.
- Perform and assist in performing other research-related laboratory testing.
- Conforming to and enforcing laboratory safety policies and protocols in the teaching labs.
- Purchasing laboratory supplies and equipment.
- Dropping off and picking up materials and supplies from local stores/vendors according to the laboratory's needs.
- Interfacing with USC FPM, EH&S, and other vendors related to equipment purchases, laboratory/facilities renovations/upgrades, and safety compliance.
- Other duties as assigned by the Chair, including but not limited to event support and department maintenance requests.

Job duties may be added or modified as needed.

The Senior Lab Technician is required to maintain a USC P-Card for laboratory purchases and maintain a valid driver's license in California. This is an onsite position at USC's University Park Campus in Los Angeles, California. This position is not eligible for remote work.

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The hourly rate range for this position is \$28.68 - \$32.83. When extending an offer of employment, the University of Southern California considers factors such as (but not limited to) the scope and responsibilities of the position, the candidate's work experience, education/training, key skills, internal peer equity, federal, state, and local laws, contractual stipulations, grant funding, as well as external market and organizational considerations.

Diversity, equity, and inclusion are central to the mission of the USC Viterbi School of Engineering. Viterbi staff are expected to facilitate a culture of support and service, model civility and respectful engagement at all times, maintain the highest ethical standards, and maintain strict confidentiality across all facets of their work.

Minimum Education: Bachelor's degree, Combined experience/education as substitute for minimum education
Minimum Experience: 2 years
Minimum Field of Expertise: Directly related education and experience in area of instruction providing strong knowledge of lab protocols and safety guidelines and computerized analysis methods. Ability to plan, prioritize, organize and schedule activities to meet both short-term and long-term deadlines. Knowledge of database operations and data acquisition.

EEO/AA Policy

Equal Opportunity, Affirmative Action and Non-Discrimination The University of Southern California is an equal opportunity, affirmative action educator and employer, proudly pluralistic and firmly committed to providing education and employment opportunities to outstanding, qualified individuals with diverse backgrounds and experience. The university strives to maintain a welcoming community in which all its members may live, work and learn in peace and dignity, be proud of who they are, and have equal opportunity to realize their full potential as individuals and members of society. To this end, the university places great emphasis on those values and virtues that bind us together as human beings and members of the Trojan Family. The university enthusiastically supports the principles of affirmative action and equal opportunity in their entirety, and expects that every person associated with the university will give continuing support to their implementation. The university is committed to complying with all applicable laws and regulations—at all levels of government—that prohibit discrimination against, or mandate special consideration be given to, applicants for admission or employment, or current faculty, staff or students, on the basis of any protected characteristic. This commitment applies to all the university's educational programs and activities—including admissions—as well as all employment actions, including but not limited to recruiting, hiring, promotion, demotion, compensation, benefits, transfers, layoffs, return from layoff, provision of leaves, training, education, tuition assistance,

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and other programs. The university prohibits students, employees, contractors, volunteers, and visitors (collectively, "community members") from engaging in discrimination and harassment based on any individual's age, ancestry, citizenship, color, physical or mental disability, gender expression, gender identity, genetic information, marital status, medical condition, military status, national origin, pregnancy, race, religion, sex, gender (including pregnancy, childbirth, breastfeeding or related medical conditions), sexual orientation, protected veteran status, or any other basis protected by applicable laws or regulations. The university also prohibits community members from engaging in sexual assault, non-consensual sexual contact, sexual misconduct, intimate partner violence, stalking, and violations of temporary administrative actions. Retaliation by university community members is also prohibited, including intimidation, threats, or coercion, where the retaliation is because any students, employees, or applicants for employment or academic admission have objected to discrimination, engaged or may engage in filing a complaint, assisted in a review, investigation, or hearing, or have otherwise sought to exercise their rights under any federal, state, or local equal employment opportunity law. The university makes good faith efforts towards compliance with all state and federal laws and regulations prohibiting discrimination in education or employment, even when relevant laws and regulations conflict with each other, or where obligations may be vague or otherwise unclear. Beyond mere compliance, the university strives to develop and implement best practices regarding non-discrimination and equal opportunity and access in both education and employment. All students, staff, faculty, vendors, and contractors associated with USC must adhere to this policy and are encouraged to assist the university's efforts in support of non-discrimination and equal opportunity and access. Disability accommodations in employment Otherwise qualified individuals must not be denied admission, participation in educational programs and activities, or employment solely due to their disability. University policies and procedures ensure that employees and employment applicants with disabilities will be provided reasonable accommodations to ensure equal access to employment opportunities, and in the performance of the essential functions of their work. Employees with questions or concerns about workplace accommodations should contact the Disability Accommodations Coordinator. If employees have questions about the adequacy or appropriateness of a provided accommodation, they should contact the ADA/504 Coordinator. Individuals who feel they have been improperly denied accommodations in employment should contact the Office of Equity and Diversity. Applicants with questions about access or requiring a reasonable accommodation for any part of the application or hiring process should contact USC Human Resources. (See Resources section below for contact information.) Equal access for students with disabilities Otherwise qualified individuals must not be denied admission, participation in educational programs and activities, or employment due to their disability. University policies and procedures ensure that students and student applicants with disabilities will be provided full and equal access to and enjoyment of academic and co-curricular programs or activities, regardless of disability status, in an environment free from discrimination or harassment. The Office of Disability Services and Programs is the campus unit that

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reviews requests for and determines reasonable student accommodations and auxiliary aids and services for any student or student applicant with a disability. (See Resources section below for contact information.) Responsibility for equal opportunity and affirmative action USC provides employment equity for all persons without regard to any characteristic protected by university policy, as stated above. With the support and consensus of senior leadership, specifically including the President, the Office of Equity, Equal Opportunity, and Title IX is responsible for implementing institutional affirmative action efforts to ensure the principle of equal employment opportunity is understood, followed, and a reality for our university. The university also implements an internal audit and reporting system to measure the effectiveness of our affirmative action plans. All members of management must be familiar with this policy, fully support it, and apply these principles in good faith. The Affirmative Action Plan for Veterans and Individuals with Disabilities is available for inspection in the Office of Equity and Diversity by any student, employee or applicant upon request, during normal business hours.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact Anabel Diaz
Civil & Environmental Engineering
University of Southern California
Los Angeles, CA 90089

Contact E-mail anabeld@usc.edu