

ANALYTICAL INSTRUMENTATION ENGINEER II

Function of Job:

Under general supervision of senior staff member, provide service and support to the general academic and research community by maintaining scientific instrumentation throughout the University System of New Hampshire.

Characteristic Duties and Responsibilities:

1. Maintain and repair teaching and research equipment, such as multimeters and oscilloscopes, in university laboratories.
2. Write preventative maintenance procedures for teaching and research equipment.
3. Maintain data and records of repairs and maintenance performed on teaching and research equipment.
4. Travel to other USNH locations for the service and repair of on-site instruments.
5. Order needed parts for instrument repairs and upgrades.
6. Fabricate and assist in design of unavailable replacement parts for aging instruments as needed.
7. Supervise staff as assigned.
8. Perform other duties as assigned.

Minimum Acceptable Qualifications:

1. Six years of directly related experience, or Bachelor's degree in appropriate field of engineering or physics and two years of related experience, or combination of directly related higher education and experience equal to six years.
2. Experience with and knowledge of troubleshooting electronic and electro-mechanical equipment.
3. Familiarity with computers and various software applications (e.g., Microsoft Office, Windows XP, Unix, LabView) as required by department.
4. Familiarity with various test equipment. (e.g., multimeters, oscilloscopes, resistive thermal devices).
5. Proficiency with hand and small power tools (e.g., screwdrivers, pliers, power drill, soldering iron).
6. Good communication skills, both verbal and written.

Additional Desirable Qualifications:

1. Experience in use of analytical or scientific instrumentation.
2. Experience in a college/university environment.
3. Customer service experience and/or experience working in a team environment.

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This document is a generic classification specification of the University System of New Hampshire. Its purpose is to describe the representative responsibilities and general level of complexity and it is not a substitute for the specific job description of the individual position.