

Deputy Laboratory Manager

Who are we?

We are the University of Cambridge's presence in Singapore, Cambridge CARES. Our activities are sponsored by the National Research Foundation's CREATE programme. Our first research programme, Cambridge Centre for Carbon Reduction in Chemical Technology (C4T), is a collaboration between University of Cambridge, Nanyang Technological University and National University of Singapore.

Our team is comprised of world-class scientists and engineers, supported by an excellent team of corporate staff, working in a vibrant, fast-paced environment with great opportunities for knowledge and skills development.

Who are we looking for?

Cambridge CARES is looking for a responsible and motivated Deputy Laboratory Manager to join the corporate team in assisting the Senior Lab Manager in the field of lab operation. The responsibilities include chemical and gas management, health and safety control support, equipment maintenance, asset inventory support and general operations. The Deputy Lab Manager also supports group research activities through consumables procurement, equipment scheduling, risks identification and assessment to ensure efficient and safe operation of our labs. The roles and responsibilities include the following areas:

- Perform chemical and gas cylinder receiving from suppliers during delivery. This includes physical handling and installation of 47L gas cylinders in the gas yards.
- Handling of chemical waste disposal using contractors with tracking and submission of toxic waste to local authority.
- Ensure high operational readiness by troubleshooting breakdowns, maintaining supplies, performing simple preventive maintenance, and liaising for repairs.
- Support in health, safety and environmental activities such as; becoming a fire warden and first aider for the lab and office, identifying and implementing energy saving measure initiatives when needed.
- Identify and recommend improvement measures to ensure high quality in lab safety and 5S standards. Stand in for the Senior Lab Manager when necessary.
- Support and coordinate administrative tasks.

What skills will you need?

- Polytechnic/ Technical (ITE) in Engineering would be ideal
- 4-5years of experience working in a lab is preferred
- Physical fitness is essential for handling of 47L gas cylinders and 25L chemical waste carboys
- Experience with being a First Aider and Fire Warden will be advantageous
- Chemical and gas safety trained is preferred
- Attention to detail is essential
- Excellent verbal and written communication skills and proficient in MS office
- Ability to learn and adapt to new technologies to stay relevant in a fast-moving laboratory field is essential

What can we offer you?

- A stimulating working-environment with friendly, highly motivated colleagues.

- A competitive salary in line with your skills and experience.
- A comprehensive medical insurance cover as part of your employment.

Please note this post is mainly based in the CREATE Tower, and adjacent laboratory building, at NUS University Town, Singapore.

How to apply?

Please apply by uploading your CV and academic transcript to <https://employmenthero.com/jobs/job/17c55afc-39c6-4bf8-a884-79997258dcc1/>. If you have any questions, please feel free to reach out to the HR team at recruitment@cares.cam.ac.uk.