

Job Description for Temporary, Casual or Interim Positions

Job Title	Lab Monitor		
Interim Job Code	INT010	Pay Grid	Temporary
Student Work Program Job Code	WPS010	Pay Grade	Level 1

Job Summary

Responsible for assisting with the usage of a lab.

Accountabilities

1. Assist users by answering questions about equipment or programs in the lab and/or referring them to other information sources.
2. Set up and maintain lab equipment and ensure it is in good working order.
3. Document and report any equipment that requires maintenance.
4. Open and close the lab.
5. Monitor lab usage to ensure all users have authorized access.
6. Deliver pre-scripted presentations to targeted audiences.

Qualifications

Education: High school diploma or equivalent.

Experience: 6 months of relevant experience.

Working Conditions

- Required to lift and carry equipment and supplies (up to 30 lbs).
- May be required to work in awkward physical positions when setting up lab equipment.