

Job Title	Lab Technician
Faculty	Department of Pharmacognosy, Faculty of Pharmacy
Role Responsibilities	<p>1) Timetable: To segregate the concerned practical timetable for each lab in the department</p> <p>2) Supervision: Supervising the attenders and other laboratory users</p> <p>3) Examination Process: Assist course leaders for smooth conduct of examination</p> <p>4) Departmental Stores: Indent of chemicals and glassware's, Inventory control and management, Raising of indents for approval and procurement of lab materials and annual stock verification</p> <p>5) Instrument and equipment maintenance: Instrument usage records, AMC coordination, Repair and servicing as per request</p> <p>6) Sample Management: Collect, receive, label, and safely store crude drugs and chemicals in accordance with safety instructions and quality standards</p> <p>7) Preparation of reagents and chemicals: All the reagents and chemicals required for the experiment to be prepared and arranged well in advance after consulting with the Course Leaders</p> <p>8) Equipment Management: Able to operate, clean, sterilize, calibrate, and perform routine maintenance on standard laboratory equipment's</p> <p>9) Documentation: Recording data and documenting the details of experiments, Job cards and equipment's log books</p>

	<p>10) Lab Maintenance and Safety: Ensure the laboratory is well-stocked, organized, and maintains a safe, clean, and sterile environment. This includes managing inventory, ordering supplies, and disposing of hazardous waste according to all safety and regulatory guidelines (GLP/GMP)</p> <p>11) Support in Teaching & Research: Assist faculty during practical sessions and help in setting up laboratory experiments for the students during practical classes, sessional examinations</p> <p>12) Student Support: Provide technical support to students in conducting experiments</p> <p>13) Inspection Readiness: Necessary arrangements for the scheduled inspections/ accreditation process like PCI/NAAC/NBA/QCI</p> <p>14) Communication Skills: Good verbal and written communication skills to effectively convey complex technical information with students, teachers and attenders</p> <p>15) Training Program: To attend training programs periodically to acquire higher skills and knowledge</p>
Qualifications & Experience	A candidate must possess a Diploma in Pharmacy from the institution recognized by Pharmacy Council of India Experience: Minimum of 2+ years
Scale of Pay	As per University norms
Email your CV and other relevant documents.	hr@msruas.ac.in