

## NMR Facility Technician

<https://careers.calstatela.edu/en-us/job/506655/nmr-facility-technician>

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**Work Type:** Staff

**Location:** Los Angeles

**Categories:** Unit 9 - CSUEU - Technical Support Services, Administrative, Temporary, Full Time



# HUMAN RESOURCES MANAGEMENT

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Job No: 506655; 11/17/2021

NMR Facility Technician

**Instructional Support Technician III**

Chemistry & Biochemistry

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**Salary Range:** \$4,283 - \$7,430/Monthly

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**Work Schedule:** Full-Time, Monday – Friday, 8:00 a.m. to 5:00 p.m.; temporary, expires on or before one year from start date; may be extended; may become permanent; non-exempt classification.

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**Essential Functions:** Under the general direction of the department chair, the incumbent is responsible for managing the departmental NMR spectrometers, currently including two 400 MHz and one 600 MHz NMR instruments for solution NMR, solid-state NMR, and NMR micro-imaging. Duties include, but are not limited to: daily maintenance/operation/oversight of all the departmental NMR spectrometers; training of students, faculty, staff, and other NMR users to use these NMR instruments; assisting and running NMR samples for research groups, and external NMR users and provide technical support for NMR experiments and data interpretation; managing laboratory class instructions that involves NMR characterizations, including scheduling the NMR time, providing technical support, and supervising the operation and data processing during the class time and after-class support; supporting student research and faculty research activities; scheduling and monitoring the use of NMR instrument time by research personnel and laboratory classes; creating and monitoring accounts of NMR users and generating billing statements based on the departmental policy; assessing and monitoring the cryogenics and gases needed for maintaining the NMR superconducting magnets and NMR experiments; ordering and

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ensuring the timely delivery of cryogenics and gases; managing and coordinating with other department technicians to fill the NMR magnets with cryogenics when needed; managing and coordinating with other technicians to troubleshoot, repair, arrange service required for the NMR spectrometers; contacting NMR vendors for troubleshooting, repair, and upgrade of the NMR instruments when needed; keeping abreast of the instrumental and methodological developments in the NMR field and participating in grant writing for maintaining our state-of-the-art magnetic resonance facilities. The incumbent will also be responsible for developing and implementing safety policies to create a safe environment for NMR instruments and NMR users.

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**Required Qualifications & Experience:** Equivalent to four years of experience providing instructional support services for a related unit or discipline, or in producing materials or supplies or repairing equipment in a discipline related to specialty area to which assigned. Or equivalent to two years of college with 16 semester units in courses involving extensive use of materials, supplies, or equipment and in a discipline related to the area to which assigned may be substituted for one year of the required experience. Or equivalent to four years of college with 16 semester units in courses involving extensive use of materials, supplies, or equipment and in a discipline related to the specialty area to which assigned may be substituted for two years of the required experience. Experience working in an academic or industrial setting, training students, faculty, staff, or other NMR users in the use of NMR spectrometers. Advise users on experimental protocols, and schedule NMR instruments used in research and instructional applications. Must possess good customer service skills and be able to work efficiently and independently in a diverse professional environment. The incumbent is responsible for daily maintenance, operation, and oversight of all the departmental NMR spectrometers; training of students, faculty, staff and other NMR users to use these NMR instruments; assisting and running NMR samples for research groups, external NMR users and providing technical support for NMR experiments and data interpretation; assisting laboratory class instruction that involves NMR characterization, including reserving NMR for the class time, providing technical support, and supervising the operation and data processing during class time and technical support after the class time; supporting student and faculty research activities and graduate study; scheduling and monitoring the use of NMR instrument time by research personnel and laboratory classes; creating and monitoring accounts for NMR users and generating billing statements based on the departmental policy of the NMR instruments; assessing and monitoring the cryogenics and gases needed for maintaining the NMR superconducting magnets and NMR experiments; ordering and ensuring the timely delivery of cryogenics and gases for the corresponding operations; managing and coordinating with other technicians to fill the NMR magnets with cryogenics when needed; managing and coordinating with other technicians to conduct troubleshooting, repair, and arrange any service required for the NMR spectrometers when needed; and contacting the NMR vendors for troubleshooting, repair, and upgrade the NMR instrument when needed. The incumbent must have a demonstrated interest and/or ability to work in a multicultural/multiethnic environment. A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the California State University. Failure to

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satisfactorily complete the background check may affect the application status of applicants or continued employment of current California State University employees who may apply for the position.

CSU requires faculty, staff, and students who are accessing campus facilities to be immunized against COVID-19 or declare a medical or religious exemption from doing so. Any candidates advanced in a currently open search process should be prepared to comply with this requirement. The systemwide policy can be found at <https://calstate.policystat.com/policy/9779821/latest/> and questions may be sent to [OfficeHRM@calstatela.edu](mailto:OfficeHRM@calstatela.edu).

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**Desired Qualifications:** Bachelor's degree in Chemistry or other related disciplines with an emphasis on NMR methodology and instrumentation. Experience with significant contributions in NMR research and working with vendor technical support staff. Willing to learn new NMR methodology and recommend them to the NMR users.

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**Closing Date:** Review of applications will begin on December 1, 2021 and will continue until the position is filled; however, the position may close when an adequate number of qualified applications are received. A COMPLETED ON-LINE CAL STATE LA EMPLOYMENT APPLICATION IS REQUIRED. RESUMES WILL NOT BE ACCEPTED IN LIEU OF A COMPLETED APPLICATION.

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The person holding this position is considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 revised July 21, 2017, as a condition of employment.

In addition to meeting fully its obligations under federal and state law, California State University, Los Angeles is committed to creating a community in which a diverse population can live and work in an atmosphere of tolerance, civility and respect for the rights and sensibilities of each individual. To that end, all qualified individuals will receive equal consideration without regard to economic status, race, ethnicity, color, religion, disability, national origin or cultural background, political views, sex or sexual orientation, gender, or other personal characteristics or beliefs.

Candidates must demonstrate ability and/or interest in working in a multicultural/multiethnic environment. Certain positions require fingerprinting. The University actively encourages qualified minorities, women and persons with a disability to apply. Upon request, reasonable accommodation will be provided to individuals with protected disabilities to (a) complete the employment process and (b) perform essential job functions when this does not cause an undue

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hardship. We are an Equal Opportunity/Title IX Employer.

To obtain employment information for the impaired call:

TDD Line (323) 343-3670

24-hour Dial-A-Job Line (323) 343-3678