

The College of Chemistry at the University of California, Berkeley is seeking a full-time (100%) fiscal-year Specialist (Step I-V). Director of the Nuclear Magnetic Resonance (NMR) Laboratory is the working title and the expected start date is around early July but no later than early September.

About the NMR Facility:

The College of Chemistry consists of two departments: the Department of Chemistry and the Department of Chemical and Biomolecular Engineering. The Nuclear Magnetic Resonance (NMR) Laboratory is a research facility for the use of faculty, graduate students, postdoctoral researchers, and well-supervised undergraduate researchers. The Laboratory Director provides engineering services and technical support to all users of the NMR equipment. The Laboratory Director is responsible for the effective operations of the facility, ensuring that the laboratory's instrumentation, computers, electronic equipment, and engineering stations are maintained in state-of-the-art condition. The Laboratory Director reports to the Executive Associate Dean, who is responsible for long-term planning and oversight of the NMR facility.

Responsibilities:

The NMR Laboratory Director is expected to consult with customers regarding experimental methods needed to meet the needs of research scientists in the College. Responsibilities include developing new techniques, identifying new equipment that will enhance the capabilities of the facility, and ensuring that instrumentation stays at the cutting edge. For this purpose, the Laboratory Director will be responsible for the initiation and writing of grant proposals in order to bring new equipment into the facility. The Laboratory Director will also be responsible for providing comprehensive NMR spectroscopy support and user training. This includes collaborating with members of the College community in order to provide the most appropriate NMR experiments pertinent to specific research efforts. In addition, the Laboratory Director will train students in the use of the NMR instruments and conduct workshops and classes on NMR operation and theory.

The Laboratory Director is expected to:

- Provide comprehensive NMR spectroscopy support and user training for up to 100 new students and postdoctoral researchers per year, taking into consideration their varying needs and diverse research efforts.
- Apply scientific knowledge and skills in NMR to support the research and teaching needs of the College of Chemistry community.
- Collaborate with principal investigators and other researchers in the design of experiments to maximize the full design capabilities of the instruments.
- Assist in the analysis and interpretation of experimental data.
- Provide consultation services to principal investigators and facility users as requested.
- Analyze experimental conditions and parameters and provide expert advice for improvements.
- Provide instruction and training to new users of the instruments, and evaluate users' capability to operate the instruments, including training graduate students on NMR principles and its application to chemistry.
- Provide faculty, postdoctoral researchers, and students with tutorials and short courses on NMR techniques and applications.

- Maintain acquisition and processing software, including writing custom software necessary for effective usage of the equipment. Also responsible for installation, modification, and testing of NMR-related software and hardware and for carefully documenting new software created for the facility. Assist customers in connecting their own workstations for data transfer and off-line processing.
- Develop and maintain a reliable preventive maintenance program for the NMR instruments; order appropriate electronic, computer and consumable components; coordinate efforts with individuals or vendors to arrange for repairs to equipment if such repairs cannot be accomplished in-house.

Minimum/Basic Qualifications:

A PhD or equivalent in Chemistry, Chemical Engineering, Biology, or a related field at the time of application.

Preferred Qualifications (by start date):

- Two or more years of extensive experience in small, organic/inorganic molecule NMR, preferably in the context of managing a user facility.
- Demonstrated experience with the application of modern multidimensional and heteronuclear methods to solve chemical problems.
- Proficiency with UNIX operating systems, including basic system administration.

The salary range for this full-time position is \$67,656 to \$103,584 plus benefits, commensurate with training and experience.

Recruitment Period: June 2, 2015 – September 7, 2015

Initial Review Date: July 6, 2015

The initial review date is July 6, 2015; please apply by this date to receive full consideration.

Applications will continue to be accepted and reviewed if the position has not yet been filled, through August 24, 2015. Please direct questions to Christine Balolong at cbalolong [at] berkeley.edu

To apply, please visit: <https://aprecruit.berkeley.edu/apply/JPF00726>

Applicants must submit their most recently updated curriculum vitae and a cover letter. Applicants should also provide contact information only for 3 references. Letters of reference are not required at this time. We will seek your permission before contacting your references. All letters will be treated as confidential per University of California policy and California state law. Please refer potential referees, including when letters are provided via a third party (i.e., dossier service or career center), to the UC Berkeley statement of confidentiality (<http://apo.berkeley.edu/evalltr.html>) prior to submitting their letters.

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status. For the complete University of California nondiscrimination and affirmative action policy see: <http://policy.ucop.edu/doc/4000376/NondiscrimAffirmAct>."

The University is committed to supporting employees as they balance work and family. The department is interested in candidates who will contribute to diversity and equal opportunity in higher education through their work.