



## Position Announcement

**Job Title:** Astronomy Laboratory Technician (Part Time)  
**Department:** Science, Technology and Mathematics  
**Location:** Kabul, Afghanistan  
**Reports to:** Chair of Science, Technology and Mathematics Department  
**No. of position:** 1  
**Vacancy #:** AF-N-36-2020  
**Position Announcement close date:** July 30, 2020

### Overview

Founded in 2006, the American University of Afghanistan (AUAF) is a private, non-profit, nationally-accredited university offering an American-style liberal arts education. We are a dynamic university with a student population of over 1,000 students.

The AUAF's STM department is seeking a qualified candidate for part time position as Astronomy Laboratory Technician based in Kabul.

### Position Summary

The American University of Afghanistan is seeking to fill one Astronomy laboratory technician. Applicants with previous relevant laboratory teaching experience at university level are welcome to apply. As teaching in is the English Language, all candidates must have excellent English-language communication skills.

### Duties and Responsibilities

- Preparation of specific lesson materials for designated areas of the department.
- Setting up and dismantling of apparatus and equipment for demonstration and practical lessons, as requested and detailed by teaching staff.
- Checking individual components in and out of laboratories after each lesson for damage and quantity.
- Assisting the astronomy faculty member in the preparation of an annual budget
- Checking all electrical equipment with the Electrical Safety Test Unit and keeping records of faults found.
- Ensuring laboratory inventory is up to date
- Writing equipment orders, and checking apparatus on arrival.
- Coordinate with the astronomy faculty member as per syllabus contents
- Ensuring syllabus is up to date and following current trends, including the running of hands-on experiments, computer-assisted experiments and computer-based experiments
- Developing lab manuals according to the syllabus and inventory
- Setting up and verification of experiments prior to the lectures
- Maintaining the laboratory functional and tidy
- Evaluating student work and assessing student learning outcomes

### Qualifications and Experience

- Bachelor in Physics from an accredited university is required; minor or Master degree in Astronomy a distinctive advantage.
- Experience in running events in the area of astronomy
- Experience on some software environment for statistical computing and graphics

- Experience with Learning Management Systems
- Significant laboratory teaching experience
- Significant teaching experience in western higher education
- Evidence of excellence in university teaching
- Excellent oral and written English skills.

### **Skills**

- Experience teaching on the modality of distance learning
- Knowledge of Canvas Learning Management Platform
- Experience teaching in international, multicultural, developing and/or post-conflict settings.
- Experience teaching in liberal arts universities, to students across majors.

### **To Apply**

This position is open to candidates authorized to work in Afghanistan as local employees.

To apply, please send as a single PDF or Word (doc.) format: a cover letter and curriculum vitae (CV), to [nationaljobs@auaf.edu.af](mailto:nationaljobs@auaf.edu.af) no later than **July 30, 2020**. Please, include **Vacancy# AF-N-36-2020** and **Job Title “Astronomy Laboratory Technician”** in the subject line of the email, otherwise the application will not be considered. Applications in languages other than English will not be reviewed. Please be advised that only shortlisted candidates will be contacted. A written test or example of work may be used as a form of screening.

If hired, the successful applicant is expected to provide official proof of academic degrees (transcripts sent from the degree granting school directly to AUAF).

AUAF does not charge recruitment fees to applicants.

AUAF is an equal opportunity employer that values diversity at all levels. AUAF follows a strict non-discriminatory policy in its selection and employment practices. All applicants will receive equal consideration and applicants from all ethnic, religious and economic backgrounds are encouraged to apply.