



Graduate Staff Assistant: Lab Facilities Support

Job Description

The William E. Boeing Department of Aeronautics and Astronautics seeks a graduate Staff Assistant (SA) to support the department's instructional labs. The position provides technical support focused on the equipment, materials, and basic infrastructure for instructional laboratory and capstone design courses. Typical duties include

- experimental set-up and troubleshooting,
- prototyping,
- basic electronic and mechanical assembly,
- preventative maintenance,
- serve as a key operator of instructional lab equipment,
- safety training, documentation, and compliance,
- wind tunnel testing (3x3 tunnel),
- 3D printing.

Supervision

This position will report to the Department Chair with additional direction from departmental test engineers and the administrator, as well as lab and capstone instructors.

Hours and Schedule

220 hours per quarter (~20 hours per week). Schedules are based upon the needs of the position and the student employee's availability (e.g., class schedule, etc.).

Compensation

This position is categorized as an Academic Student Employee (ASE), subject to the current ASE labor contract. The William E. Boeing Department of Aeronautics & Astronautics compensates all ASEs at the same variable salary rate (published by the UW Graduate School).

- ASE Labor Contract:
<https://hr.uw.edu/labor/academic-and-student-unions/uaw-ase/ase-contract>
- ASE Variable Salaries:
<https://grad.uw.edu/graduate-student-funding/funding-information-for-departments/administering-assistantships/ta-ra-salaries/>

Minimum Qualifications

- Undergraduate Degree in Mechanical or Aerospace Engineering (or related field)
- Graduate Student Standing at UW

- Hands-on experience with electronics, circuits, and soldering
- Hands-on experience preparing and assembling electro-mechanical designs
- Hands-on experience with fabrication and heavy machinery
- Hands-on experience with Labview, 3D CAD modeling, and program debugging
- Attention to detail
- Ability to manage multiple projects while meeting firm deadlines
- Ability to monitor and enforce safety protocols

Diversity Statement

At the University of Washington, diversity is integral to excellence. We value and honor diverse experiences and perspectives, strive to create welcoming and respectful learning environments, and promote access, opportunity and justice for all.

Last updated: 1 August 2020