

# Howard Community College

## Workstudy Job Description

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<b>Job Number:</b>	262
<b>Job Title:</b>	Chemistry Lab Aide
<b>Department Name:</b>	Science Engineering and Technology
<b>Supervisor Name:</b>	Rebecca Carmody
<b>Supervisor Phone #:</b>	443-518-4817
<b>Supervisor Email:</b>	rcarmody@howardcc.edu
<b>Employer Address:</b>	Howard Community College, 10901 Little Patuxent Parkway, Columbia MD 21044
<b>Location Student Will Work</b> <i>(If Different from Above):</i>	On Campus

<b>Job Description and Responsibilities</b> <i>(include job purpose):</i>	<p>Chemistry lab aides have the very important job of ensuring that the labs are cleaned, organized, restocked, and ready for the next class meeting.</p> <ul style="list-style-type: none"> <li>• Lab Aides are also responsible for day-to-day preparation of chemicals and equipment for the chemistry and physical sciences labs.</li> <li>• assembling lab equipment on carts, setting up the equipment in the labs, and removing and storing equipment after each week's labs are completed.</li> <li>• prepare chemicals needed for the labs while following all safety procedures.</li> <li>• learn to read Safety Data Sheets and learn safety procedures for handling hazardous chemicals.</li> </ul>
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<b>Qualifications / Experience Required:</b>	Has passed at least one chemistry class with a lab (CHEM 101, CHEM 103, or equivalent); additional chemistry coursework/experience preferred. Must be able to follow written and verbal instructions and work independently; attention to detail is required.
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<b>Pay Rate</b>	\$13.00 (Year One) \$13.25 (Year Two)
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