

Assistant Fabrication Shop Manager (6243U) Job 27379 -
CED - 1148
University of California Berkeley

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| Job Title | Assistant Fabrication Shop Manager (6243U) Job 27379 - CED - 1148 |
| Department | College of Environmental Design |
| Institution | University of California Berkeley Berkeley, California |
| Date Posted | Oct. 24, 2019 |
| Application Deadline | Open until filled |
| Position Start Date | Available immediately |
| Job Categories | Professional Staff |
| Academic Field(s) | Facilities/Maintenance/Transportation Research/Technical/Laboratory |
| Apply Online Here | https://apptrkr.com/1678470 |

Apply By Email

Job Description

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About Berkeley

The University of California, Berkeley, is one of the world's most iconic teaching and research institutions. Since 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world. Berkeley's culture of openness, freedom and acceptance academic and artistic, political and cultural make it a very special place for students, faculty and staff.

Berkeley is committed to hiring and developing staff who want to work in a high performing culture that supports the outstanding work of our faculty and students. In deciding whether to apply for a staff

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position at Berkeley, candidates are strongly encouraged to consider the alignment of the Berkeley Workplace Culture with their potential for success at [\[url=https://apptrkr.com/get_redirect.php?id=1678470&targetURL=http://jobs.berkeley.edu/why-berkeley.html\]](https://apptrkr.com/get_redirect.php?id=1678470&targetURL=http://jobs.berkeley.edu/why-berkeley.html)<http://jobs.berkeley.edu/why-berkeley.html>.

Application Review Date

The First Review Date for this job is: August 9, 2019

Departmental Overview

The College of Environmental Design (CED) is comprised of faculty, students and staff with an impressive set of backgrounds and talents. We believe in the importance of supporting an inclusive environment that values community and builds its strength from a diversity of views and expertise. There are approximately 50 faculty, 1000 undergraduate and graduate majors, and approximately 50 total staff. The college budget is approximately \$27M. CED is a multifaceted academic unit, with three departments (architecture, city & regional planning, and landscape architecture & environmental planning); undergraduate, professional graduate and doctoral programs; a suite of highly regarded summer design institutes; widely recognized environmental design archives; extensive computing and fabrication facilities; several administrative and student affairs departments; and a building with auditoria, classrooms, studios, labs, research centers, library, and a cafe.

Responsibilities

In the College of Environmental Design, the Fabrication area involves the application of specialized academic, scientific and design-build knowledge to perform or develop experimental procedures as part of the academic instructional lab programs. Specifically, the fabrication shop facility is used for instruction and research. In the role of Fabrication Lab Supervisor, employee will be responsible for compliance, laboratory instruction methodologies and protocols, and supporting experiments and teaching. Position troubleshoots problems with equipment and materials during classroom exercises, and may design or oversee the build of specialized equipment or parts in support of teaching and research. Individual may perform literature research, data analysis and participate in teaching. In this position, incumbent is responsible for training of faculty, staff and students on equipment, providing specialized training or workshops for new materials or projects, and participating in budget planning, purchasing, maintenance scheduling and safe operation of this unique facility which involves direct student use of mechanical, welding, woodworking, concrete/plaster working, fastening, and forming fabrication design-builds.

Provides immediate supervision to a unit or group of operational or technical employees. A portion of

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time may be spent performing individual tasks related to the unit; however, supervisory activities must constitute a primary part of the job. May be one of several supervisors or managers for a unit or department. Supervises unit operations to ensure compliance with departmental or campus policies, procedures, and defined internal controls. Ensures accountability and stewardship of campus resources (operational, financial, and human) in compliance with departmental standards and procedures.

The Assistant Fabrication Shop Manager manages the 3000+ square foot wood/plastics/metal/concrete shop for the College of Environmental Design, with access for approximately 300 students and 80 faculty and instructors, open over 40 hours per week each semester. Under minimal supervision, the position oversees the activities and staff of a laboratory including the supervision of entry/intermediate level research and/or instructional associates and laboratory support staff, as well as laboratory users who are graduate and undergraduate students. Works in a medium sized single facility laboratory. Supervises the development and execution of major or multi-disciplinary research projects or instructional and experiment design. Conducts required shop use and safety training sessions and specialty workshops for students (welding, metal working, concrete, etc.).

Required Qualifications

- * Advanced knowledge of a limited variety of specialized shop equipment.
- * Solid leadership skills associated with planning work assignments, establishing priorities and scheduling instructional space, advance administrative skills.
- * Solid interpersonal skills to develop and maintain effective working relationships with students with varying skill levels, faculty and staff.
- * Knowledge of data acquisition and analysis techniques.
- * Advanced knowledge of research discipline or instructional design to collaborate effectively with faculty and function as a resource to research and instructional associates.
- * Strong abilities to conduct and report on fabrication experiments and findings.
- * Knowledge of necessary lab safety procedures and compliance requirements, as well as chemical handling and disposal guidelines.
- * Ability to manage equipment repairs, inventory, and fiscal operational budget.
- * Advance knowledge of woodworking, metal working, sculpture, building, and digital fabrication methods highly preferred.

*****Must be available for weekend and evening shifts*****



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Preferred Qualifications

*Bachelor Degree in related area. Advanced degree preferred.

*Advance knowledge of woodworking, metal working, sculpture, building, and digital fabrication methods highly preferred.

Salary & Benefits

For information on the comprehensive benefits package offered by the University visit:

[url=https://apptrkr.com/get_redirect.php?id=1678470&targetURL=http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html]http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html

*Salary commensurate w/experience.

How to Apply

Please submit your cover letter and resume as a single attachment when applying.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Equal Employment Opportunity

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, or protected veteran status. For more information about your rights as an applicant see:

[url=https://apptrkr.com/get_redirect.php?id=1678470&targetURL=http://www.eeoc.gov/employers/upload/pos

For the complete University of California nondiscrimination and affirmative action policy see:

[url=https://apptrkr.com/get_redirect.php?id=1678470&targetURL=http://policy.ucop.edu/doc/4000376/Nondis

To apply, visit

[url=https://apptrkr.com/1678470]https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/H



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Contact Information

Please reference Academickeys in your cover letter when
applying for or inquiring about this job announcement.

Contact

N/A

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