

Electronics Technical Associate  
University at Buffalo

Direct Link: <https://www.AcademicKeys.com/r?job=254893>

Downloaded On: Jun. 1, 2025 2:26am

Posted Mar. 26, 2025, set to expire Jul. 23, 2025

**Job Title** Electronics Technical Associate  
**Department** Chemistry  
**Institution** University at Buffalo  
Buffalo, New York

**Date Posted** Mar. 26, 2025

**Application Deadline** 10/28/2025  
**Position Start Date** Available immediately

**Job Categories** Classified Staff

**Academic Field(s)** Research/Technical/Laboratory

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**Job Description**

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**Electronics Technical Associate, Chemistry**

**Position Information**

**Position Title:** Electronics Technical Associate, Chemistry

**Department:** Chemistry

**Posting Link:** <https://www.ubjobs.buffalo.edu/postings/53692>

**Job Type:** Full-Time

**Posting Detail Information**

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### Position Summary

The **Department of Chemistry** in the **College of Arts and Sciences** at the **University at Buffalo** is seeking an **Electronics Technical Associate**. In this role you will be responsible for performing diagnostic assessment and repairs on the electrical system of scientific instrumentation which is used for instruction and research in the department and, as requested by other instructional or research units, in the university.

Principal responsibilities/duties include:

- Performing diagnostic assessments and repairs on a broad array of electrical instrumentation utilized in the chemistry teaching and research programs [e.g., spectrometers, chromatographic and mass spectrometric systems (NMR, LC-MS, GC-MS, ESCA, SIMS, FT-MS, ICP-MS, etc.), pH meters, UV-Vis and IR spectrophotometers, balances, heat blocks, and various other laboratory equipment].
- Diagnose RF, high voltage, analog, and digital circuit failures as it pertains to available instrumentation, utilizing standard testing equipment such as voltmeters and oscilloscopes, and perform repairs.
- Perform computer/hardware interfacing as required, meeting specifications of instrumentation and manufacturer software.
- Troubleshoot equipment malfunctions and perform upgrades and repairs of instrumentation as required, including the ability to diagnose/replace soldered on-board components.
- As needed, contribute to the design and fabrication of new specialized equipment based upon the specifications and needs of the user (i.e., graduate students, faculty, and staff), including the ability to do simple board layouts and fabrication of test circuits.
- Ensure effective and efficient Electronic Shop service. This includes managing work orders, keeping records, scheduling jobs, updating customers on their jobs status, promptly charging for work, maintaining test equipment, maintaining an inventory of commonly used tools/parts, and maintaining a library of relevant information (such as repair manuals, catalogs, and technical data).
- Serve as liaison between the department and other service departments within and outside of the college and provide the repair of electronic equipment to other university units, as needed.
- Supervise, when required, student workers or interns.
- Serve as the subject matter expert for researchers regarding electrical circuitry and safety.
- These duties will require the ability to troubleshoot and diagnose on-board components, perform replacement of soldered on-board components, and the ability to utilize diagnostic equipment (such as volt meters and oscilloscopes).

### Outstanding Benefits Package

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Working at UB comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit - all in an effort to support your work-life effectiveness. Visit our benefits website to learn about our [benefit packages](#).

### About The University at Buffalo

The University at Buffalo (UB) is one of Americas leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

University at Buffalo is an affirmative action-equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

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### Minimum Qualifications

- A minimum of an associates degree with 2 years of experience, a combination of degree, certification and experience will be considered in lieu of the degree requirements.

### Preferred Qualifications

- Bachelors degree in a science-related field or engineering preferred
- At least one year of relevant experience.

### Physical Demands

Ability to transport laboratory equipment and move with the assistance of a dolly or cart.

### Salary Range

\$50,000 - \$55,000

### Special Instructions Summary

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All application materials should be submitted via UB Jobs. Application materials submitted directly to the posting contact will not be acknowledged and cannot be considered.

**Is a background check required for this posting?**

Yes

**Contact Information**

**Contact's Name:** Nicole Hayden

**Contact's Pronouns:** she/her/hers

**Contact's Title:** HR Specialist

**Contact's Email:** [nhayden@buffalo.edu](mailto:nhayden@buffalo.edu)

**Contact's Phone:** 716-645-0729

**Posting Dates**

**Posted:** 10/28/2024

**Deadline for Applicants:**

**Date to be filled:**

**Contact Information**

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

**Contact**

N/A

University at Buffalo

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