

Learning Support Technician Worcester Polytechnic Institute

Direct Link: <https://www.AcademicKeys.com/r?job=258382>

Downloaded On: Jun. 17, 2025 8:04pm

Posted Jun. 17, 2025, set to expire Jul. 3, 2025

Job Title Learning Support Technician
Department Electrical & Computer Engineering
Institution Worcester Polytechnic Institute
Worcester, Massachusetts

Date Posted Jun. 17, 2025

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Classified Staff

Academic Field(s) Educational Services

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Job Description

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JOB TITLE

Learning Support Technician

LOCATION

Worcester

DEPARTMENT NAME

Electrical & Computer Engineering

DIVISION NAME

Worcester Polytechnic Institute - WPI

JOB DESCRIPTION SUMMARY

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WPI's Electrical and Computer Engineering Department is seeking a Learning Support Technician whose primary departmental responsibilities are for monitoring and providing help to campus students, faculty and staff in areas encompassing Electronics and Mechanics. Duties and responsibilities include updating, ordering and dispensing electrical and mechanical components and materials, teaching soldering, troubleshooting, electro/mechanical circuit and project fabrication for various departmental courses and projects. Utilizing Multisim/Labview and Ultiboard design software simulation tools and Solidworks. This also includes a working knowledge of our machine shops equipment and tooling, fabrications with a large variety of materials for use in lecture demonstrations and projects.

WPI is passionate about creating an inclusive workplace that promotes and values diversity. We are looking for candidates who can support our commitment to equity, diversity and inclusion.

JOB DESCRIPTION

Responsibilities:

Fabricate and troubleshoot various electrical and mechanical projects and systems.

- Assist the faculty, students and staff with electrical and mechanical problems.
- Perform or oversee student help in entering and tracking all student project accounts, keeping our inventory of the components, hardware, special materials and equipment updated on our network based PC system.
- Help faculty, staff and students in finding information on parts and equipment.
- Assist colleague in performing or overseeing student help in routine maintenance of shop equipment and all department PC's. This would involve internal and external cleaning, replacement of cards, disk drives, etc. as the need arises which requires knowledge of PC hardware and software.
- Assist students in troubleshooting electronic and mechanical project fabrication problems to component level if necessary. Assist/instruct students with any software problems they may present related to IPQ, MPQ projects.
- Perform or oversee student help in stocking, dispensing and retrieving components, kits, reference material and equipment which accounts for most of the general counter activity. This activity will also be shared with a colleague.
- Order the necessary electro-mechanical supplies as the need arises with ECE managers approval.
- Oversee the use of students in the use of our machine and electrical shop tools and equipment as noted above.
- Create sophisticated class demonstrations under the direction of our faculty.

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Requirements:

- Associate degree
- 2-10 years of experience

Hourly pay rate: \$21.25 - \$26.01. This is an on-site 40 hours per week position. WPI's [benefits package](#) includes a robust retirement match, wellness perks, tuition assistance and more!

Please submit a resume and cover letter for consideration.

FLSA STATUS

United States of America (Non-Exempt)

WPI is an Equal Opportunity Employer that actively seeks to increase the diversity of its workplace. All qualified candidates will receive consideration for employment without regard to race, color, age, religion, sex, sexual orientation, gender identity, national origin, veteran status, or disability. It seeks individuals with diverse backgrounds and experiences who will contribute to a culture of creativity, collaboration, inclusion, problem solving, innovation, high performance, and change making. It is committed to maintaining a campus environment free of harassment and discrimination.

To apply, visit: https://wpi.wd5.myworkdayjobs.com/en-US/WPI_External_Career_Site/job/Worcester/Learning-Support-Technician_R0003083

About WPI

WPI is a vibrant, active, and diverse community of extraordinary students, world-renowned faculty, and state of the art research facilities. At WPI, we have competitive and comprehensive benefits, including health insurance, long-term care, retirement, tuition assistance, flexible spending accounts, work-life balance and much more.

Diversity & Inclusion at WPI

WPI is committed to creating an inclusive workplace where everyone feels valued and respected; a place where every student, faculty and staff member can be themselves, so that they can study, live, and work comfortably, to reach their full potential, and make meaningful contributions in order to meet departmental and institutional goals. WPI thrives on innovative practice and welcomes diverse perspectives, insight, and people from diverse lived experiences, to enhance

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the community environment and propel the institution to the next level in a competitive, global marketplace.

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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

Worcester Polytechnic Institute

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