

師大地科招募研究助理

NTNU ES Job opening

1. **Recruitment title:** 研究/行政 助理。 Research/ executive assistant
2. **Working content:**
 - a. 行政事項處理 Executive works
 - b. 實驗規劃與執行 Experiment planning and operating
 - c. 其他交辦事項 Other assignments
3. **Working place:** 台北市文山區臺灣師範大學公館校區地球科學系 Department of Earth Sciences, NTNU Kungkuan campus, Wenshan District, Taipei.
4. **Working hours:** Mon. to Fri. 09:00 ~ 18:00 (lunch break 12:00 ~ 13:00)
5. **Holidays:**

周二二日，其餘休假日同師大行事曆，年度特休同公務人員規定
Week off two days, other holidays as NTNU school calendar. Annual paid leave as Civil Service Leave Regulations.
6. **Salary:**

依照學校相關敘薪規定，並依照工作表現調整 following the regulation of NTNU, and promote based on working experience

學士級助理起薪 BS degree starts with **33,800/month**
碩士級助理起薪 MS degree starts with **38,618/month**

1.5 個月年終獎金 Year-end bonuses 1.5 month salary.
7. **Qualifications**
 - a. 學士/碩士學位。BS/ MS degree is needed.
 - b. 地球科學、環境科學、分析化學相關科系畢業。 Background of Geology, Environmental Sciences, Analysis Chemistry or related subjects.
 - c. 有 XRF、ICP-MS、SEM 或其他分析儀器使用經驗尤佳。 Experience with XRF, ICP-MS, SEM or other analysis equipment is preferred.
 - d. 需進行化學實驗。 This job requires operating chemistry experiment.
 - e. 需進行英文討論，須具備基礎英文聽說能力。 Need to discuss in English. Basic English listening and speaking ability is required.
8. **Remarks**

請將個人簡歷 E-mail 給謝奈特教授(jgshelln@ntnu.edu.tw) 及 助理謝伯杰 (sta0715@ntnu.edu.tw)。來信標題請註明「應徵實驗室助理」。 Please forward your personal CV to Professor J. Gregory Shellnutt (jgshelln@ntnu.edu.tw) and assistant 謝伯杰 (sta0715@ntnu.edu.tw). Please write in the title "Apply to the lab assistant".

我們將在收到來信後回覆面試時間。 We will contact you with the interview after receiving your information.