JOB DESCRIPTION

COMPUTING LABS INSTRUCTOR

JOB DETAILS

<table>
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<tr>
<th>Position Title:</th>
<th>Computing Labs Instructor</th>
<th>Grade</th>
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<tbody>
<tr>
<td>Department/Division:</td>
<td>Electrical Engineering and Computing Sciences Department</td>
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<tr>
<td>Reports to:</td>
<td>Department Chair, Electrical Engineering and Computing Sciences</td>
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<tr>
<td>Supervises:</td>
<td>None</td>
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<td>Last Updated on:</td>
<td>July 1, 2021</td>
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THE POSITION

RIT Dubai is currently seeking applications from exceptional candidates with a strong commitment to education and student support. The position requires the skills of instructor, technologist, and engineer. Responsibilities include managing and supporting the operations of the digital transformation lab towards the successful achievement of its KPIs, teaching and supporting students and faculty in the computing labs, and coordinating capstones and supporting students in their projects. The position may also include training and teaching computing courses to RIT Dubai students and the professionals. Expected start date is August 22, 2021.

MAIN DUTIES AND RESPONSIBILITIES:

- Manage the digital transformation lab, support its operations and develop training programs for students and professionals.
- Teach the labs associated with the computing programs including information technologies and computing security courses and those based on the digital transformation lab.
- Perform the coordinator role for the computing capstones.
- Support faculty and students in their projects and research in computing and digital transformation.
- Engage with hardware and software vendors to equip the computing and digital transformation labs with the solutions needed to meet the curriculum requirements and the operational KPIs.
- Develop, update, assemble/disassemble, and support the experiments and demonstrations required for the computing labs and research activities and oversee the proper usage of equipment and instructional software systems.
- Perform regular inventory check and follow up on equipment orders.
- Work with faculty to determine new hardware and software needs as well as updating the hardware and software of existing labs.
- Perform a regular maintenance schedule on the computing equipment. Work with the IT department on maintaining computer equipment for instructional laboratories.
- Support students’ extracurricular and club activities
- Perform minor repairs and reporting breakdowns in a timely manner.
- Keep equipment maintenance logs, as well as maintaining a safe and tidy work environment.
- Update records and write incident reports, if relevant.
- Comply with internal policies and industry regulations.
- Perform other related duties as assigned / needed.

**REQUIRED QUALIFICATIONS**

- Masters’ degree in Computer Science, Information Technology, Computing Security, or a closely related field with a strong background in computer and networks and security.
- Two or more years of experience in projects which include the design of solutions, application development and the use of Linux operating systems for deployment of services (e.g. DHCP, DNS, NTP, EMAIL, AD DS Integration etc.) in enterprise environments.
- Previous teaching experience (courses and labs) in information technology, software programming, networking, and computing security and experience with working with specialized networking equipment and instructional computing software.
- Experience in developing smart solutions leveraging IoT and sensor systems, machine intelligence, and data analytics.
- Experience in cloud management, orchestration, and applications and experience in maintaining operations of public and private cloud infrastructure.
- Technical knowledge required to manage vSphere and VRA is preferred.
- Excellent communication skills in English Language (oral and written)
- Industry Certifications, the following certifications are a plus:
  - Linux Certifications (LPI, CompTIA, RedHat or similar)
  - Networking Certifications (CCNA, CCNP, CWNA, Network +, Security +)
  - VMware vSphere – VMware Certified Professional VCP-DCV
  - VRA – VMware Certified Professional VCP-CMA
  - Network Virtualization – VMware certified Professional VCP-NSX.

**COMMUNICATIONS / INTERPERSONAL RELATIONSHIPS**

The position requires interaction with:

- Department Head – for reporting, scheduling, and setting expectations.
- Faculty – for alignment on instructions for the computing and the digital transformation labs and for working closely on acquiring new equipment and software.
- Students – through training and teaching the labs and to answer their questions and support their lab needs and extracurricular activities.
- Vendors – for ordering new lab equipment, solutions and services.
- sponsors and partners – for training and alignment on KPI.
- IT Department – for alignment on software and computing resources.

**RESPONSIBILITY FOR THE HEALTH AND SAFETY OF OTHERS**

This position has responsibility for the health and/or safety of others. Responsibilities include providing students with instructions on safety and proper use of equipment, monitoring their lab activities, and making sure electricity and signal radiation are used according to the safety rules set by the vendors. Lab equipment must be maintained according to vendor’s recommendations.
APPLICATION AND NOMINATION

Please email your application to careersdubai@rit.edu. Please submit the following items as part of your application:

- Subject line must include the source, your name and position you are applying for; e.g.: RIT Website – John Smith – Technician
- Resume or curriculum vitae
- Contact information
- A cover letter detailing your technical/professional, teaching, and scholarship qualifications and achievements, and how these address the required and preferred qualifications for the position.
- Names, addresses and phone numbers of three references
- Applications review will begin immediately and continue until a candidate is selected. Only shortlisted candidates will be contacted.

For more information please visit RIT Dubai website at www.rit.edu/dubai