

## Job description

Department: Luminus Shamal Start / Fablab Irbid

### **Position: Electronic Engineer**

A Fab Lab is an advanced digital fabrication suite of computer-controlled manufacturing machines, paired with components and tools for circuit design and micro-controller programming for electronics applications. Fab Labs began as the educational outreach component of MIT's Center for Bits and Atoms, and research into digital fabrication, and are quickly becoming tools to advance and teach complex STEM (Science, Technology, Engineering and Math) curricula to students around the world. The Fab Foundation has established over 1000 Fab Labs around the world, FabLab Irbid is now considered the first official node in Jordan and one of the 20 biggest FabLabs around the world, FabLab Irbid will be hosting the very first Fab academy course (Part time diploma) in Jordan, FabLab will be focusing on supporting and exposing the local society to the new and advanced manufacturing techniques and how these techniques will help improve the quality of life in these communities.

This person will be responsible for:

- Collaborating with and supporting the FabLab management in handling the on-going workshops and memberships program.
- Managing the delivery of Fab Lab programs, including learning experiences for school, community and public groups in the Fab Lab.
- Managing the training and certification of all staff, volunteers, interns, and guests on the use of the Fab Lab software, computers and manufacturing equipment.
- Leading on the preparation, delivery and conduct of workshops to external communities and incubated startups.
- Providing technical support for Fab Lab hardware and software.
- Lead on Electronics and Robotics Projects.
- Serving as a liaison with external workshops program partners.
- Participating as team member in assigned working groups and project teams as assigned.
- Work with management to develop strategies to insure a pipeline for the workshops and memberships programs.
- Maintain departmental responsibilities (report preparation, meetings, email, phone, etc.).
- Managing the available budget for workshops (including petty cash, facilitators fees and service invoices etc).
- Coordinating with marketing manager and design teams to advertise our workshops and memberships programs.
- Other duties as assigned.

Job Competencies:

- Teamwork.
- Time management.

- Excellent communication skills.