



**THE COPPERBELT UNIVERSITY
OFFICE OF THE REGISTRAR**

JOB OPPORTUNITY

(INTERNAL ADVERT)

The Copperbelt University is a Public University established through an Act of Parliament No. 19 of 1987. The University's core business is Teaching, Research, Innovation, Industrialisation and Community Engagement as a service to the nation. The University is an equal opportunity employer and hereby invites applications from suitably qualified and experienced **serving** members of staff for appointment to fill the position of **Senior Laboratory Technician** in the Department of Chemistry.

SCHOOL OF MATHEMATICS AND NATURAL SCIENCES

Job Title: Senior Laboratory Technician – Chemistry Department (1 Position)

Job Purpose

To supervise and coordinate laboratory operations, provide specialised technical support for laboratory-based activities, and ensure the efficient and effective functioning of the laboratory through the proper application of standard operating procedures, quality assurance practices, and occupational health and safety requirements.

Main Duties and Responsibilities;

- Supervise and coordinate the work of Laboratory Technicians.
- Ensure the provision of safe, efficient and effective laboratory services.
- Perform laboratory tests and analyses to support teaching, research and scientific investigations.
- Collect, prepare and analyse specimens and samples in the chemical and physical sciences.
- Accurately record, interpret and report laboratory results.
- Demonstrate laboratory techniques and practical procedures to students and staff.
- Utilise computer applications for data analysis, graph preparation and reporting.
- Ensure compliance with laboratory health, safety and environmental regulations.
- Conduct routine safety inspections and maintain relevant records.

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- Keep abreast of scientific and technical developments to enhance laboratory efficiency and reliability

Qualifications and Experience:

- Grade twelve certificate with five credits including English and Mathematics;
- Bachelor' Degree in Chemistry or equivalent;
- Masters' Degree in Chemistry or equivalent is added advantage.
- Minimum of 3 years of working experience is required.

Required Skills and Behavioural Attributes

- Strong administrative, organisational, supervisory, and resource management skills, with the ability to coordinate laboratory operations, staff, facilities, equipment, and budgets effectively.
- Excellent analytical, problem-solving, and decision-making abilities, including report preparation and financial management.
- Effective written and verbal communication skills, with the ability to prepare reports, present information, and engage professionally with staff, students, and other stakeholders.
- Strong interpersonal and relationship management skills, with a proven ability to work collaboratively and foster a positive and productive team environment.
- Demonstrated integrity, accountability, and responsibility in the management of institutional resources.
- Proactive, results-oriented, and capable of exercising sound judgement, taking initiative, and working independently.

Reporting Relationships

- Immediate Supervisor: **Scientific Officer**
- **Salary Scale:** PSS 04

Interested applicants meeting the above specifications should submit a detailed **Curriculum Vitae, National Registration Card, Zambia Qualifications Authority (ZAQA)** validated and certified copies of Academic and Professional Certificates, Proof of Valid Professional Membership and three (3) names of referees, two (2) of whom must be Professionally acquainted with the applicant.

Hard copies of the applications should be submitted to the undersigned **not** later than **Friday, 7th August, 2026**. **Soft copies MUST be submitted as a single file** to jobs@cbu.ac.zm. Clearly state the job title being applied for in the application letter or

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subject line for email applications. Applicants are also advised to apply for only one position that best matches their skills and experience.

**The Registrar
The Copperbelt University
Plot 4692, Jambo Drive, Riverside
P O Box 21692
KITWE**

****Please note that only short-listed candidates will be contacted****