A lab manage position is open in Xing Tian’s laboratory at the NYU-ECNU Institute of Brain and Cognitive Science at NYU Shanghai. He or she will work closely with the PI primarily in managing daily operations in EEG and behavioral labs, and secondly in designing and running human behavioral, electrophysiological (EEG, MEG) and neuroimaging (fMRI) studies. This position offers a great opportunity in scientific research and management, as well as working experience within NYU’s global network.

**Responsibilities**

- Developing a good working knowledge of laboratory equipment, supplies and experimental procedures and applying this knowledge in laboratory daily operations.
- Maintaining and updating all IRB applications and consent forms
- Managing petty cash funds
- Handling reimbursement processes
- Organizing lab meetings and journal clubs
- Running human participants in behavioral and electrophysiological studies, with the possibilities to carry out neuroimaging studies.
- Analyzing data and writing experimental reports.
- Other tasks as assigned by the PI.

**Qualification**

- Detail-oriented. A minimum 2-year commitment is expected.
- Major in Psychology, Neuroscience, linguistics, speech and hearing, computer science is recommended but not required. Recent graduates with a strong background in cognitive neuroscience are preferred.
- Excellent inter-personal skills.
- Laboratory management or other management experience is preferred.
- Experience in EEG/MEG/ECoG and/or fMRI research, working with human participants is preferred.
- Good working knowledge of English. Fluent in Chinese is preferred.

Review of applications will begin immediately and the position will be open until filled. To be considered, applicants should submit a cover letter and curriculum vitae, all in PDF format. Please visit our website at [http://shanghai.nyu.edu/about/work/fellowships](http://shanghai.nyu.edu/about/work/fellowships) for instructions and other information on how to apply. If you have any questions, please e-mail xing.tian@nyu.edu.

**About NYU Shanghai:**

NYU Shanghai is the newest degree-granting campus within New York University’s global network. It is the first higher education joint venture in China authorized to grant degrees that are accredited in the U.S. as well as in China. All teaching is conducted in English. A research university with liberal arts and science at its core, it resides in one of the world's great cities with a vibrant intellectual community. NYU Shanghai recruits scholars of the highest caliber who are committed to NYU's global vision of transformative teaching and innovative research and who embody the global society in which we live.

NYU’s global network includes degree-granting campuses in New York, Shanghai, and Abu Dhabi, complemented by eleven additional academic centers across five continents. Faculty and students circulate within the network in pursuit of common research interests and cross-cultural, interdisciplinary endeavors, both local and global.

NYU Shanghai is an equal opportunity employer committed to equity, diversity and social inclusion. We strongly encourage applications from individuals who are under-represented in the profession, across color, creed, race, ethnic and national origin, physical ability, and gender and sexual identity. NYU Shanghai affirms the value of differing perspectives on the world as we strive to build the strongest possible university with the widest reach.

EOE/AA/Minorities/Females/Vet/Disabled/Sexual Orientation/Gender Identity Employer