

STEM R&D assistant position

Do you love science? Do you like creative work?
Do you enjoy sharing how cool science is to children? Join us!



COMPANY: Saigon Scientists

WORK LOCATION: 3.25B Thien Son Plaza, 800 Nguyen Van Linh, District 7, HCMC

DIVISION/DEPARTMENT: R&D

DEADLINE FOR SUBMISSION: 30 July 2017

JOB SUMMARY:

The STEM R&D assistant will be part of the R&D team of Saigon Scientists. You will serve customers & company by provision of conducting R&D/producing/designing & engineering STEM products/services, STEM quality control, STEM projects management; supervising and training Instructors/Assistants/Sales if required.

KEY TASKS AND RESPONSIBILITIES

- Be involved in developing engaging STEM products (lesson plan/curriculum/fieldtrip) & services for children K-12
- Maintain the stability and reputation of the STEM products by complying with the company STEM Standards & International Standards.
- Ensure availability of STEM products and services by maintaining in good coordination with R&D team.
- Maintain professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
- Maintain operations by initiating, coordinating, and enforcing program, operational, and personnel policies and procedures of R&D team and the company
- Contributes to team effort by accomplishing related results as needed.
- Other duties as assigned by R&D leader.
- Customer-Service oriented behavior both to Sale & Operation Team and Clients/Partners
- Attending not only Education workshops but STEM seminars/exhibitions monthly.

HOURS OF WORK

Full-time

TENURE

One year contract including 2-month probation with a possibility of extension

SUPERVISOR

Dr. Chuong Nguyen, R&D STEM Leader

QUALIFICATIONS AND SKILLS

- Bachelor degree in STEM fields or education/pedagogy (Master degree is an advantage)
- Strong motivation to develop STEM products (lesson plans/curriculum/fieldtrip) & services for children K-12.
- Be fluent in spoken and written English
- Demonstrate good judgment; professional; creativity; problem solving skills; ability to handle multiple tasks; self-motivated; well organized.
- Strong communication skills (both written and oral) and teamwork skills.
- Children working experience will be preferred
- Travel experience and Arts (Music/Design/Painting) will be preferred

BENEFIT

- Salary: will be discussed in the interview
- Soft-skills trainings to work needs.
- Free joint Saigon Scientists participation in science and business events/conference if required
- Free joint to company trip twice per year and all social/team-building activities.
- Access to all networks/resources of Saigon Scientists those include tens of scientists members all over Vietnam and worldwide. Saigon Scientists connections to science funding, science support funds, foreign embassies, business associations, consultants, technologies companies, ... and various R&D/STEM partners oversea.

HOW TO APPLY

Interested qualified candidates are invited to send their detailed resume and cover letter in English by email to the following address:

Dr. Chuong Nguyen
R&D STEM Leader – Saigon Scientists
Email: sgs.rd.stem@gmail.com

Only short-listed candidates will be contacted for interview

About Our Company

Saigon Scientists/Công ty TNHH Nghiên cứu Khoa học Sài Gòn
3.25B Thien Son Plaza, 800 Nguyen Van Linh, District 7, HCMC

Contact person:

Company size: 10 – 50

Saigon Scientists is a privately-owned organization based in Ho Chi Minh City, Vietnam where most members are young dynamic local scientists and engineers. Our mission is to **significantly improve local quality life by providing children & young people with most innovative S.T.E.M education & training which creatively developed and operated by real leading scientists and engineers.** We are now focusing on the program called "Science from Scientists" in which we deliver STEM education to local community (for K-12 students). We are affiliated with Science from Scientists organization in the US (<http://www.sciencefromscientists.org>). Within this program, we would like to inspire and engage K-12 students in STEM fields. We emphasis not only on activities that demonstrate science content but also a greater focus on those activities that allow students to engage in real world problems. We deliver activities across all fields including Physical Science, Life Science, Earth and Space Science as well as Technology and Engineering.

We have been delivering hundreds of STEM classes and hands-on activities for more than 3000 students from 1st to 8th grades in Ho Chi Minh City, Vietnam during 2016. We also organized various science fieldtrips and science fairs to help the students to see how what they are learning is applied in the real world.

Some pictures of our activities



Students were exploring the electric circuit during a class about electricity



Students made model of human body organs after a class about human body



Students went for a field trip about tropical fruits



Saigon Scientists members were showing kids how to make science toys at a Science fair

Please see more information on our website: <http://www.saigonscientists.vn>; <http://www.sciencefromscientists.vn>