



الكلية العالمية
GLOBAL COLLEGE
 of Engineering and Technology الهندسة والتكنولوجيا

Model Making and Digital Fabrication Lab Technician

Specification	Essential	Desirable
Knowledge and Qualifications	• Diploma/Bachelor in Architecture, Architectural Technology, Design, Engineering, Digital Fabrication, or related field. • Knowledge of model-making materials, workshop tools, 3D printing, laser cutting, CAD/CAM, and safety.	• Bachelors in Architecture, Architectural Technology, or a related design field. • Workshop safety or digital fabrication training.
Experience	• Experience in model making, prototyping, 3D printing, laser cutting, material preparation, and equipment care. • Ability to support students/faculty, maintain records, and organize lab resources.	• Experience in an academic model-making lab, architectural studio, or fabrication workshop. • Familiarity with slicing software and vector-file preparation, and 3D Printing.
Interpersonal Skills	Communicates effectively; supports students professionally; works collaboratively with academic and technical staff; and maintains a respectful, safe, and organized lab culture.	Higher education, design-studio, or workshop-based student support experience.
Technical / Lab Skills	Competence in safe use of hand tools, fabrication equipment, material handling, basic maintenance, safety supervision, and teaching support.	Ability to support and deliver workshops, exhibitions, design reviews, assessments, and studio-based fabrication activities.



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JOB DESCRIPTION

Model Making and Digital Fabrication Lab Technician

Grade: Lab Technician

Reporting to: Head of UPEM Department

Post Holder: Model Making and Digital Fabrication Lab Technician

Salary and Benefits: As per contract

Effective Start Date: As per appointment

Description

The Model Making and Digital Fabrication Lab Technician is responsible for the daily operation, supervision, and maintenance of the Architectural Technology and Design model-making and digital fabrication lab. The post holder supports students and faculty in physical model making, 3D printing, laser cutting, material preparation, and safe equipment use, ensuring that the lab remains organized, safe, and ready for teaching, studio, assessment, and project activities.

Duties and Responsibilities

- Manage the day-to-day operation of the model-making and digital fabrication lab.
- Assist students and faculty with physical model making, prototyping, 3D printing, laser cutting, and material preparation.
- Provide technical guidance on tools, materials, fabrication methods, file preparation, and safe working practices.
- Operate, monitor, troubleshoot, and maintain model-making equipment, 3D printers, and laser cutters.
- Conduct user inductions, demonstrations, and basic technical support sessions.
- Monitor materials, consumables, maintenance records, and lab usage, and support procurement requests.
- Support studio teaching, workshops, exhibitions, reviews, and assessment preparation.
- Maintain a clean, safe, organized, and professional lab environment.

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