

JOB DESCRIPTION

GRADUATE TEACHING/RESEARCH ASSISTANT

JOB DETAILS	
Position Title:	Graduate Teaching Assistant Grade
Department/Division:	Mechanical & Industrial Engineering
Reports to:	Department Chair
Supervises:	None
Last Updated on:	June 8, 2023

Summary

The Department of Mechanical & Industrial Engineering at RIT Dubai is currently seeking highly qualified graduates in Mechanical/Industrial Engineering to join our Masters in Mechanical Engineering or Masters in Engineering Management programs for the Fall 2023 intake. This exciting opportunity also includes working as a graduate teaching assistant concurrently. We are looking for candidates with exceptional academic achievements who can proficiently conduct laboratory experiments and provide guidance to student teams. The position entails specific duties, requirements, and attractive benefits, outlined as follows:

General Duties and Responsibilities:

As a Graduate Teaching Assistant (GTA), you will be responsible for a range of duties that contribute to the smooth operation of the department. Your primary responsibilities will include, but are not limited to:

- Conduct machine shop and laboratory experiments under faculty supervision.
- Assist the lab manager in maintaining workshop/laboratory cleanliness and enforcing safety.
- Support department's teaching and research activities as assigned.

These responsibilities contribute to a productive and safe learning environment. Additional duties may be assigned based on departmental needs.

Position requirements:

To be considered for the Graduate Teaching Assistant (GTA) position, candidates must meet the following requirements:

- Hold a Bachelor's degree (B.Sc.) in Mechanical or Industrial Engineering from an accredited university.
- Meet the admission criteria for the Masters in Mechanical Engineering/Engineering Management program at RIT Dubai.
- Possess a GPA of 3.5/4.0 or higher and an IELTS score of 6.5 or equivalent in TOEFL. Applicants with a GPA of 3.0-3.5 may be considered if they have exceptional industrial experience.
- Demonstrate excellent communication and presentation skills.
- Preferably have experience in conducting machine shop or machine tool operations training.
- Previous teaching or tutoring experience is advantageous.

These requirements ensure that candidates have the necessary qualifications and skills to excel in this role.

Position benefits:

As a Graduate Teaching Assistant (GTA) at RIT Dubai, you will enjoy the following benefits:

- Full Tuition Coverage: Your tuition fees for the Masters in Mechanical Engineering or Masters in Engineering Management program will be fully covered, providing you with an opportunity to pursue your advanced degree without financial burden.
- Accommodation in RIT Dubai Student Housing: Accommodation is provided for GTAs in RIT Dubai student housing. This ensures a convenient and supportive living environment within close proximity to campus, fostering a vibrant community of students.
- Stipend: In addition to tuition coverage and accommodation, you will receive a stipend to support your living expenses and provide financial assistance throughout your tenure as a GTA.

These benefits aim to facilitate your academic and personal growth, allowing you to focus on your studies, research, and teaching responsibilities. RIT Dubai is committed to nurturing a supportive and rewarding environment for its Graduate Teaching Assistants.

Please note that specific details regarding the stipend and student housing arrangements will be communicated during the selection and onboarding process.



Application Procedure

To apply for the Graduate Teaching Assistant (GTA) position, please follow the instructions below:

1. Email your resume and cover letter to careersdubai@rit.edu. In the subject line, include your name and the position you are applying for (e.g., "John Smith - Graduate Teaching Assistant").
2. Include the following documents in your application:
 - B.Sc. transcript
 - TOEFL/IELTS certificate
 - Three recommendation letters, signed by the recommenders and including their email addresses or phone numbers
3. **Applications will be reviewed on an ongoing basis until suitable candidates are selected.** Only shortlisted candidates will be contacted.

PLEASE NOTE THAT YOU ARE REQUIRED TO APPLY FOR THE MASTERS PROGRAM IN ORDER TO BE ELIGIBLE FOR THE GTA POSITION.

For more information, please visit the RIT Dubai website at www.dubai.rit.edu.