

**MRI Technician / Research Programs Specialist – MRI Facility – Advanced Science Research Center  
Job ID: 20231**

**Compensation: Salary commensurate with education and experience**

**Closing Date: Open until filled with review of applications to begin on March 12, 2019**

The Graduate Center, CUNY is the focal point for advanced teaching and research at The City University of New York (CUNY), the nation's largest urban public university. With over 35 doctoral and master's programs of the highest caliber, the Graduate Center fosters pioneering research and scholarship in the arts and sciences and prepares students for careers in universities and the private, nonprofit, and government sectors. The Graduate Center's commitment to research and scholarship for the public good is exemplified by its more than 30 centers, institutes, and initiatives, including its Advanced Science Research Center (ASRC), a 200,000 square-foot facility in upper Manhattan, designed to promote collaboration among scientists in five areas of global research and innovation: nanoscience, photonics, structural biology, neuroscience, and environmental sciences.

The Graduate Center (GC) benefits from highly ambitious and diverse students and alumni—who in turn teach hundreds of thousands of undergraduates every year. Through its public programs, the Graduate Center enhances New York City's intellectual and cultural life.

ASRC seeks a MRI Technician/Research Programs Specialist to join the ASRC's new MRI facility. Reporting to the MRI Facility Manager, the Research Programs Specialist is responsible for maintaining the MRI facility according to standard facility operating procedures.

Duties include but are not limited to:

- Operates Siemens Prisma 3T MR system dedicated to research.
- Maintains an MRI safe environment for co-workers, research subjects, and personnel at all times; educates and screens all people who access the MRI area.
- Compiles data and figures for general reporting, website information, and scholarly publications.
- Selects and operates equipment as directed.
- Reports any equipment malfunctions, necessary adjustments, or repairs.
- Provides access to data for ASRC researchers and collaborators.
- Maintains daily logs of research examinations.
- Assists in billing users, preparing purchase orders, and maintaining budgetary records.
- Assists in coordinating MRI scanner schedule.
- Complies with policies and procedures protecting research subjects' rights for informed consent and the handling of confidential information as defined by the ASRC MRI Facility's rules and regulations.
- Performs other duties as assigned.

**CUNY Title Overview:**

- Assists in the administration of College research programs.
- Organizes and manages the requirements of existing funded projects and prepares preliminary materials for grant submission
- Collects information for, and assists in preparing reports, manuscripts for publication, newsletters, web sites, and other communications
- Plans, designs and coordinates interdisciplinary information and research planning sessions and professional development activities for faculty and staff
- May oversee one or more facilities, participating in budgeting, planning, and monitoring, and assuring availability of needed tools and equipment
- Serves as a consultant and resource to faculty and staff on planning and administering research projects
- Performs related activities as assigned.

**Qualifications:**

Bachelor's Degree and four years' related experience required.

A preferred candidate should have:

- ARRT certification.
- Knowledge of NMR physics.
- Interest in research techniques.
- Computer experience with Mac OS, Windows, and UNIX/LINUX systems.
- IV injection certification.
- Experience in functional neuroimaging (MRI), EEG, tDCS, TMS, Biopac physiological monitoring, eye-tracking.
- Previous experience, or a willingness to learn, animal MRI techniques.
- Experience in imaging children and general work experience involving children.
- Excellent interpersonal skills.

- Strong oral and written communication skills.
- Ability to work independently and as part of a team.
- Ability to work occasional evenings and/or weekends.

**How to Apply:**

1. Please apply using the link below:

[https://home.cunyfirst.cuny.edu/psp/cnyepprd/GUEST/HRMS/c/HRS\\_HRAM.HRS\\_CE.GBL?Page=HRS\\_CE\\_JOB\\_DTL&Action=A&JobOpeningId=20231&SiteId=1&PostingSeq=1](https://home.cunyfirst.cuny.edu/psp/cnyepprd/GUEST/HRMS/c/HRS_HRAM.HRS_CE.GBL?Page=HRS_CE_JOB_DTL&Action=A&JobOpeningId=20231&SiteId=1&PostingSeq=1)

Click on "Apply Now" which will bring you to the registration screen. If you are a new user, you must register to apply. If you already have a user ID, please use your existing ID to apply. Make sure to upload a cover letter, CV, and contact information for three (3) professional references (name, title, and organization). Please upload all documents as one file, in Word or PDF format.

OR

2. Go to <http://cuny.jobs/> and search for Job ID 20231.

**Equal Employment Opportunity:**

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.