

Assistant Head / Senior Officer (A*STAR Joint Council)



Company AGENCY FOR SCIENCE, TECHNOLOGY & RESEARCH (A*STAR)
Industry [Government/ Civil Service/ Statutory Boards](#)
Job Functions [R&D / Sciences / Laboratory](#)
Website <http://www.a-star.edu.sg>
Job Type [Permanent / Full Time](#)
Date Posted 3 February 2012

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Company Description:

People excellence at A*STAR is about ordinary people working together to achieve extraordinary results. At A*STAR, we recognize that human capital is a strategic and competitive asset for a knowledge-based economy. In order to establish professionalism and motivation in its people, the following Human Resource Philosophy has been formulated: • Provide a challenging career to all levels of staff. Recognize that staff have different strengths and talents and hence to ensure appropriate job match accordingly; • Provide continued training so that staff will be able to perform their jobs effectively and progress in the careers. This will ensure that staff are developed to their fullest potential with the right level of authority and responsibility, skills set; • Empower staff so that they will be able to carry out their duties effectively; • Encourage open and effective communication at all levels; • Recognise and reward contributions made by staff; and • Be responsive towards staff welfare and well-being.

Job Description:

At least a 2nd Upper Honours degree in a related discipline (For A*JC. those with Phds are also welcome to apply)

Strong interest in promoting interdisciplinary research (Strong analytical, organisational and interpersonal skills
 Excellent communication and presentation skills

Independent, resourceful and able to work in a team.

Strong writing and communication skills.

Fresh graduates with a strong academic record are also welcome to apply

Requirements

The A*STAR Joint Council (A*JC) promotes and supports interdisciplinary collaborations between biomedical sciences, and physical sciences & engineering researchers in A*STAR and beyond, so as to catalyze and capitalize on new scientific opportunities and discoveries.

You will be part of the A*JC team to administer joint council research grants and to organize programmes and activities that promote interactions amongst scientists to foster interdisciplinary research. You will also be responsible for supporting the operational administration of the A*JC

(We regret that only shortlisted applicants will be notified)

Pre-requisites:

- Min. Education Level : Degree

