

Lee Kong Chian School of Medicine invites applications for:

Project Officer in the Laboratory of Professor Walter Wahli

Lee Kong Chian School of Medicine (LKCmedicine) is a new joint medical school by Imperial College London and Nanyang Technological University, Singapore. It was established in September 2010 and will operate from two campuses – Yunnan Campus at Nanyang Technological University and a new campus to be built at Novena. Its primary healthcare partner is the National Healthcare Group (NHG) which comprises an integrated network of primary healthcare polyclinics, acute care hospitals such as Tan Tock Seng Hospital, and national specialty centres. Lee Kong Chian School of Medicine will deliver a new five-year undergraduate medical programme resulting in a joint degree (MBBS) awarded by Imperial College London and Nanyang Technological University. The first cohort of 50 students will start in August 2013.

LKCmedicine is currently recruiting a Project Officer who will be working closely with Professor Walter Wahli, Visiting Professor at LKCmedicine in the development of competitive independent research. This post will assist with all aspects of administrative management in the Laboratory of Professor Wahli on his research in Metabolic Diseases. The research will focus on questions which will be part of a broader Singaporean programme, concentrating on late pregnancy and early postnatal life, with aims to identify molecular mechanisms and molecules, emanating from the interplay between nutrients and

microbiota in relation to obesity and associated metabolic diseases. This post will provide secretariat support to Professor Walter Wahli, providing correspondence, minutes, administrative formalities concerning the staff; participation in the organization of seminars and conferences, travel arrangements for staff and visitors; relations with LKCmedicine administration and the assistance in the preparation of applications for external funds.

Successful candidates will have excellent writing skills and computer skills (word processing, spreadsheets, databases, internet). Applicants should preferably hold a diploma; have excellent organization skills, commitment, sense for teamwork and international relations.

Application Procedure:

If you are interested to pursue a career with the School, please apply to Ms Esabelle Yam, Assistant Manager, Research Programmes (email: esabelleyam@ntu.edu.sg) with your CV and names of three references at your earliest convenience.

Only shortlisted candidates will be notified.

Closing date: 11 March 2013