

Job Description for Full-time Research Assistant

15 July 2026

Research Assistant – Job Description

We are seeking a motivated, responsible and enthusiastic Research Assistant to support ongoing research activities in the laboratory. The successful candidate will contribute to laboratories experiments, data analysis, research documentation, procurement, and the day-to-day operation of the laboratory.

Key Responsibilities

- Conduct laboratory experiments, collect research data, and perform data analysis.
- Perform literature reviews and assist in preparation of research reports, technical documents, manuscripts, and presentation materials. Provide regular project updates (e.g. biweekly progress reports).
- Support the procurement of project-related consumables, chemicals, and small laboratory equipment in accordance with project requirements and institutional practices.
- Maintain proper laboratory housekeeping, organisation, and ensure compliance with laboratory safety regulations, standard operating procedures, and good laboratory practices.
- Maintain accurate laboratory records, inventories, experimental documentation, and research data.
- Assist in supervising and mentoring of junior students or interns during laboratory activities.
- Participate actively in research discussions, meetings, and collaborative events.
- Perform other research-related duties as assigned by the Principal Investigator.

Requirements

- Bachelor's degree in Food Science & Technology, Biotechnology, Biological Sciences, or a closely related discipline.
- Prior laboratory or research experience in fermentation, experimental design (e.g. Design of Experiments [DOE]), food science, microbiology, or molecular biology will be advantageous.
- Ability to work both independently and collaboratively in a multidisciplinary research environment.

- Good analytical, organisational, problem-solving, and time management skills.
- Strong written and verbal communication skills, with the ability to prepare technical reports and research documentation.
- Responsible, detail-oriented, and committed to maintaining high standards of laboratory safety and research integrity.
- Singapore Citizens and Singapore Permanent Residents (PRs) are preferred.

Contact Information

Interested applicants are invited to submit their CV and a brief cover letter to Mabel.Wang@nus.edu.sg. Only shortlisted candidates will be contacted.