

VACANCY ANNOUNCEMENT AT GMT

Job Location: Nalaikh district, Ulaanbaatar, Mongolia

Posting Date: 15/12/2025

Closing Date: 15/01/2026

Expected Starting Date: 01/2026

Salary: Commensurate with education and experience.

Established in 2013, the German-Mongolian Institute for Resources and Technology (GMT) is the youngest state university in Mongolia and the first university based on bilateral governmental cooperation. The founding of GMT was jointly initiated by the Mongolian and German Federal Governments, and it continues to support the development of the university.

ASSISTANT TO CHEMISTRY AND ENVIRONMENTAL LABORATORY

Responsibilities:

- Assist in the Chemistry Laboratory
- Support laboratory class supervision
- Manage the purchase of laboratory equipment, tools, and reagents, and maintain inventory records
- Actively participate in other GMT activities.

Minimum Qualifications (Knowledge, Skills and Abilities):

- Bachelor's degree in Chemistry, Chemical Engineering, or a related field;
- Demonstrated responsibility and accountability in laboratory processes;
- Experience in deploying resources and managing logistics to ensure the smooth operation of a laboratory;
- Ability to provide timely and helpful solutions to meet student needs;
- Sufficient English proficiency in written and oral communication (English B1 level or above is an advantage).

Required documents:

- An application letter
- An up-to-date Curriculum Vitae
- Copies of relevant certificates and diplomas
- Reference letters from past employment

How to apply:

All documents must be submitted in English or in Mongolian as pdf files to the email address recruitment@gmit.edu.mn. A certified English translation is required for documents issued in other languages.

Web page: www.gmit.edu.mn

For any inquiries related to the vacancy, please contact our HR Department via email or at (+976) 70232090.

Only shortlisted applicants will be invited for an interview.