OFFICE OF THE REGISTRAR

JOB DESCRIPTION & PERSON SPECIFICATION FOR HARDWARE ENGINEER

1.   JOB INFORMATION

Post Title: **HARDWARE ENGINEER**

Mode: **Full Time**

Ref No: **WUB/HR/HE/2025(001)**

JOB DESCRIPTION

A Computer Hardware Engineer is responsible for developing, testing, and maintaining computer hardware components, such as processors, circuit boards, memory devices, and storage systems. Hardware Engineer ensure that hardware systems function effectively and efficiently with the software applications that run on them.

Key Responsibilities:

Development: Test computer hardware, including central processing units (CPUs), memory devices, circuit boards, and peripheral devices.

Testing and Evaluation: Perform tests to ensure the functionality, performance, and reliability of hardware. Diagnose hardware issues, test new components, and troubleshoot failures.

Knowledge of CPU systems: Work with software engineers, system architects, and other teams to integrate hardware with software, Bios Update, Firmware update.

Optimization: Analyze hardware performance and recommend upgrades or adjustments for efficiency and cost-effectiveness. Implement modifications and optimizations based on testing results.

Documentation: Create technical documentation for designs, tests, and processes for internal use and user manuals. Maintain records of hardware specifications, testing, and performance reports.

Skills

Strong knowledge of electronics, circuit design, and microprocessors.

Problem-solving and analytical skills.

Knowledge of software programming to understand hardware-software interaction.

Strong knowledge of computer motherboard components and its software.

Highly capable of hard work in our university environment.

AND such other duties as are within the scope of the spirit of the job purpose, the title of the post and its grading.

Supervision Given
Other Administrators as appropriate.

PERSON SPECIFICATION FOR HARDWARE ENGINEER

ATTRIBUTES	ESSENTIAL	DESIRABLE
Education / Qualifications	Diploma in Computer Engineering/ Technology, Electrical and Electronic Engineering and other computer related subjects.	Must be fluent in English and Bengali.
Experience	Experience: Minimum 1 year	Up to date knowledge of any western Higher Education system.
Job Related Skills and Capabilities	Strong knowledge of electronics, circuit design, and microprocessors. Problem-solving and analytical skills. Knowledge of software programming to understand hardware-software interaction. Strong knowledge of computer motherboard components and its software. Commitment to delivering high quality services. Suitable level of proficiency in ICT and understanding of its application to sustainable communication.	Evidence of successful external network. Experience of process and systems improvement.
Interpersonal Skills	Effective oral and written communication skills in both individual and group situations. Ability to lead and work as a member of a team of group. Ability to relate to students with diverse backgrounds, ages and experience.	Experience of mentoring or supporting more junior or less experienced colleagues.
Other Requirements	Willingness to travel abroad to undertake administrative and related activities related to the role.	NA

Instructions

For further information, please send your enquiries to the Mr. Md. Abdul Jalil at aj.masud@wub.edu.bd. An online application forms must be filled in http://jobs.wub.edu.bd