

Job List-November 2009

Job	Person in Charge	Previous Person in Charge
Really Big Jobs		
Dry Boxes	John/Ling	(Tony/James)
Computer and Networking	John	(James)
Lab Manager	John	(Mary)
Safety Czar/Hazardous Waste	Ling	(Kathleen)
Big Jobs		
IR	Deven	(Mary)
GC	Ling/Jason	(James)
GPC	Ling/Jason	(James)
Electrochemistry	John/Jim	(Tony/Jongwook)
Solvent System	Ling/Jim	(Kathleen/James)
Stopped Flow	Leo	(James)
Stills	Jason	(Kathleen)
Social Coordinator	Jack	(Mary)
HPLC	John/Deven	(John)
Medium Jobs		
Aspirators/Rotovaps	Jason	(Mary)
Web Page	Jim	(James)
Chemical Manager/Isotopes	Jim	(Tony)
HiVac Line	–	(Mary)
Small Jobs		
Pumps/Oil/Oil Baths	John	(Tony)
Balances	Jim	(Kathleen)
Closet in Lab + Ordering Supplies	Jason	(Matteo/Mary)
Coffee	Donghwan	(James)
Photolysis	John/Deven	(Jongwook/Mary)
Constant Temperature Baths	Jim	(Matteo/Kathleen)
Vacuum Oven	Deven	(Jim)
Recirculating Cold Bath	Ling	(James)
UV	Leo/Donghwan	(James)
Cryocool	Deven	(Kathleen)
Toepler Pump	–	(Mary)
Mini Jobs		
Chromatatron	Jason	(Kathleen)
Glassblower Liaison	Jason	(Mary/John)
Tools	Jim	(Tony)
Pressure Controller	Donghwan	(Jim)
Regulators/Pipe fittings	Deven	(Tony)

It is expected that everyone will take an ACTIVE role in performing their assigned duties. Please direct any questions to the lab manager.