**Group jobs in Coordination Chemistry and Catalysis Unit**

October 10, 2015

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| **Job** | **Primary person** | **Secondary person** |
| CMS, solvents ordering | Orestes | Georgy |
| Waste disposal | Orestes | Abhi |
| Rotovaps | Georgy | - |
| Balances and ultrasonic cleaner | Abhi | Georgy |
| GC, GC-MS | Eugene | Georgy |
| FT-IR | Georgy | Julia |
| UV-vis | Georgy | Julia |
| SPS | Julia | Abhi |
| Glovebox 1 (double, Ar) | Eugene | Orestes |
| Glovebox 2 (single, N2) | Orestes | - |
| Glovebox 3 | Eugene | - |
| Electrochemistry | Julia | - |
| X-ray | Orestes, Julia, Eugene | - |
| Elemental Analyzer | Abhi (and Roy-san for technical part) | Georgy |
| NMR | Orestes | - |
| Web page | Chika | Abhi |