



1 April 2015

Mr Yongdai ZHU
Rm507 Buildings2 Youlianyivillage
Liusu Suzhou Jiangsu
215021 CHINA

Email: 2355423175@qq.com

Dear Mr Zhu

LETTER OF INVITATION – VISITING TECHNICIAN

I am pleased to offer you an appointment as a Visiting Technician within the Institute for Frontier Materials, commencing upon approval of your Temporary Work Visa (Subclass 400)- Invited Participation Stream. Please note that this invitation is contingent upon the Department of Immigration approval of your application for the above mentioned visa.

This appointment will be for the period of 17 April to 10 May 2015

I understand that you have been invited to make a contribution to academic activities, in particular the installation and commissioning of Filter Tester, which includes:

- the installation of the filter tester and
- discuss issues related with the air filtration system.

We understand that you will satisfy Australian workplace standards and that your activities will not adversely impact Australian workers. We note that there is no one in Australia with the skills to do this installation.

You will be working with Professor Tong Lin, and the Institute for Frontier Materials, on various existing projects.

Your position description is attached.

The position carries no salary however the Institute for Frontier Materials may contribute to the following expenses:

- One return economy airfare
- Accommodation/Living Expenses
- Local transportation

To confirm your agreement, please sign where indicated below and return by reply email to **Kathy Deak, HR Adviser** on (03) 5227 2611 or k.deak@deakin.edu.au.

Should there be any further matter on which you would like information or clarification, please do not hesitate to contact Kathy Deak, HR Adviser on (03) 5227 2611 or k.deak@deakin.edu.au for assistance.

We take this opportunity to congratulate you on this offer of appointment and to welcome your forthcoming contribution to research and teaching at Deakin University.

Yours sincerely



Kathy Deak
HR Adviser
Employee Life Cycle
for Executive Director, Human Resources

I am pleased to acknowledge and accept the appointment to the position of Visiting Academic

(Signature)

(Name in block letters)

(Date)

POSITION DESCRIPTION

Position Title: Visiting Technician
Faculty: Institute for Frontier Materials
Reporting to: Tong Lin, Personal Chair in Fibrous Materials.

TYPICAL AREAS OF RESPONSIBILITIES AND CONTRIBUTION INCLUDE:

- Primary Task will be participating in the installation of the Filter Tester
- Being bound by all of the University's current policies (including those dealing with Intellectual property, the Code of Professional Ethics and OH&S), procedures and protocols.
- We understand that you will satisfy Australian workplace standards and that your activities will not adversely impact Australian workers.
- We note that there is no one in Australia with the skills to do this installation.