



Laboratory Technician

Primary Function:

The in vitro Laboratory Technician is responsible for supporting the Study Coordinator in the preparation, execution and analysis of flow cytometry experiments and other in vitro studies performed by vivoPharm.

Duties and Responsibilities:

- Performing flow cytometry and other in vitro bio-assays (cell proliferation, ELISA)
- Maintenance and harvesting of mammalian cell lines
- Participate in preparation of study documentation including panel design and reading of scientific plans
- Responsible for performing, recording, and reporting data from in vitro studies
- Participate in analysis and review of data
- Maintain reagent inventory
- Quality control review and verification of scientific data included but not limited to: study/project related forms, data tables, equipment records, reagent records
- Contribute to archiving at completion of study including scanning documents, indexing, QC and electronic data copies
- Contribute to Quality System as needed (e.g. participation in audits, preparation and review of SOPs)
- Sample receipt and shipment; includes verification and documentation of incoming/outgoing shipments
- Formulation of Sponsor test articles for the purpose of in vitro and in vivo administration
- Use, maintenance and calibration of scientific equipment such as flow cytometers, incubators, centrifuges, biological safety cabinets, 96-well plate readers, microscopes, micropipettors, computers, etc.
- Share in responsibility of cleaning, re-stocking, and up-keep of the laboratory
- This is a full-time position.
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Skills, Knowledge, Abilities

Mental Abilities and Skills Requirements

- Multitask multiple projects/assignments simultaneously and completing assigned tasks accurately and on a timely basis

- Demonstrates accuracy and thoroughness in task execution with an organized, attention to detail focused approach
- Communication skills both oral and written
- Ability to work both independently and within a team environment
- Strong computer skills including electronic data capture, network environments for data access, word processing, spreadsheets and databases
- Experience working with a defined quality program (e.g., working to SOP, following signed protocols, good documentation practices)
- Ability to establish and maintain effective working relationships with coworkers and managers

Knowledge Needed

- Knowledge of common in vitro laboratory practices
- Knowledge of flow cytometry, specifically related to panel design and data analysis. Experience in the field of immuno-oncology is preferred.
- Knowledge of occupational safety and health rules and regulations
- Familiar with Microsoft Office
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Education/Experience Requirements

- Bachelor's degree in a science field
- Ideal: 2-5 years of relevant flow cytometry experience and other in vitro experience
- Experience in a Good Laboratory Experience environment beneficial but not required

Physical Requirements:

- Must be able to sit or stand for up to 8 hours per day
- Occasionally required to lift up to 20 lbs
- Regularly required to sit, stand, bend, reach and move about facilities

Work Environment:

- Most work will be performed in laboratories
- Out of hours, weekend, and public holiday work required
- Work will require PPE (personal protective equipment)
- Reports to Research Scientist

Hazards:

Work is performed in laboratories and in an office environment; full manual dexterity and visual acuity required. Employee may be exposed to potential physical harm from hazardous chemicals, infectious diseases, blood-borne pathogens, toxic materials, toxic gases, electrical hazards, dangerous tools and equipment.

Hep B Vaccination provided at no cost to employee.

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by associates assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

In order to be considered for this position, you must submit your resume AND cover letter describing your interest, and any qualifications or experience you have which you feel would make you a good fit for this position at vivoPharm. Applications submitted without a relevant cover letter will not be considered.

Job Type: Full-time