



Job Description

Job Title:	Research Assistant	Prepared by:	Coordinator Roseman Research Lab
Location:	Henderson, NV	Reviewed by:	Director of HR
Unit:	Research Lab	Approved by:	Director of Research
Reports To:	Coordinator of Roseman Research Lab		
FLSA Status:	Exempt	Date:	10/14/2010

Summary

The Roseman University of Health Sciences Research Assistant will help contribute to diabetes and obesity research.

Responsibilities

- Performs experimental procedures from previously developed protocols
- Assists in the development of new assays
- Analyzes data utilizing Microsoft Word, Excel, PowerPoint and other graphing programs
- Maintains detailed records
- Performs experiments utilizing molecular pharmacology procedures such as nucleic acid extraction, PCR, RT-PCR, ELISA-based assays, capillary electrophoresis
- Performs experiments utilizing immunological procedures such as immunostaining and Western Blot techniques
- Other related duties, as assigned.

Skills

Individual must possess the knowledge and the following skills and abilities or be able to perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skills and abilities.

- Knowledge of kinase biology, apoptosis, proliferation, adhesion
- Proficiency in Microsoft Word, Excel, PowerPoint and other graphing programs

Education/Training

Bachelors degree in a field of science and a minimum of 2 years of laboratory research experience preferred.

Experience

Experience with tissue culture is strongly preferred.

Work Conditions

- Work is primarily indoors, but requires the incumbent to be in an outdoor environment when traveling between Henderson campus buildings, off campus, and to Roseman UNiversity campuses and facilities located outside Henderson, NV.

- Performing duties and attending events outside the normally scheduled work hours occasionally occurs and is required.
- Traveling off-campus to a local, state, regional and/or national event, as well as travel to other Roseman University campuses or facilities (e.g. South Jordan, Utah) occurs occasionally and is required.
- Incumbent may be exposed to frequent noise caused by telephones, office machines, and nearby oral communications among University personnel and/or students.
- Any additional area-specific requirements

Required Physical Abilities

- Ability to bend, stoop, reach, stand, move from one area of the building to another on a regular basis, sit and use a computer for a long period of time,
- Manual and physical dexterity needed to operate a computer keyboard and handle paper documents.
- Sufficient near vision acuity to read information appearing on computer display screen, in hand-written forms, and printed on paper,
- Adequate hearing and verbal abilities to communicate effectively in person and by telephone.
- Ability to lift and carry a stack of forms and documents weighing up to 25 pounds.
- Any additional area-specific physical requirements.

I have read the above position description and have received a copy.

Employee Signature

Date