Job Description

Job Title: Laboratory Research Technician
Location: South Jordan, UT
Unit: College of Pharmacy
Reports To: Director, Pharmacy Laboratories
FLSA Status: Exempt

Summary

The Laboratory Research Technician is responsible for working with pharmacy faculty in the organization, planning, and analysis of laboratory experimentation.

Essential Duties and Responsibilities

- Conduct literature research on collaborative projects
- Coordinate with faculty to plan and conduct laboratory experiments in order to produce reliable and precise data supporting scientific studies. Standard procedures/methodologies that may be utilized include but are not limited to:
  - Cell culture
  - HPLC, spectrophotometry, flow cytometry
  - Nucleic acid extraction, PCR, RT-PCR, gel electrophoresis
  - Immuno-based assays including ELISA and Western blot
- Analyze data utilizing Microsoft Excel, GraphPad Prism, and other graphing programs
- Prepare specimens and samples
- Assist in maintaining inventory of chemical and biological stocks and ordering laboratory supplies, as needed
- Monitor operation and maintenance of laboratory instrumentation, as needed
- Assist faculty with student aseptic technique testing
- Assist faculty with monitoring and training of students enrolled in “Introduction to Laboratory Research” elective
- Assists in the development of new assays
- Maintain safe working environment in the laboratory
- Maintain detailed records
- Other related duties, as assigned

Skills

- General laboratory skills including instrumentation, biological and chemical analyses
- Ability to perform routine analyses accurately following strict methodologies
- Understand and adhere laboratory safety policies and procedures of Roseman University of Health Sciences
- Verbal and written communication skills
- Problem solving skills
- Ability to exhibit professional behavior, even in challenging situations
- Proficiency in Microsoft Word, Excel, PowerPoint and other graphing programs
- Performance of other duties as assigned/required
**Education/Training**

- Bachelor’s degree in Biology, Chemistry or other scientific discipline or equivalent is required

**Experience**

- Experience in an academic and/or a pharmaceutical laboratory is preferred
- Demonstrated understanding and experience working with diverse populations
- Experience working in a team environment

**Work Conditions**

- Work is primarily indoors, but requires the incumbent to be in an outdoor environment when traveling between campus buildings, off campus, and to various Roseman campuses and facilities
- Performing duties and attending events outside the normally scheduled work hours may occur and is required
- Traveling off-campus to a local, state, regional and/or national events, as well as travel to other Roseman campuses or facilities occurs 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

**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
- Be physically able to work in a laboratory setting

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

_______________________________________    _________________
Employee Signature        Date