

Job Description

Job Title:	Senior Research Technologist		
Reports To:	Cult. Collection Mgr. or Lab Mgr.	Date Issued:	05Oct20
Revision #:	3	Pay Range:	Depends on Experience
Position Type:	Full -Time	Benefits:	Yes
Status:	Exempt	Travel:	<5%
Required Pre-Employment Checks:		Background Check; Drug Screen	
Career Path:	>Culture Collection Manager/Laboratory Manager/Sr. Research Microbiologist>Chief Operating Officer		

Job Purpose:

- A technical, lead position responsible for developing, conducting, and assisting in research projects and assisting in the organization, management, improvement, and standardization of the Log10 microbial culture collection and fermentation activities

Duties and Responsibilities:

- Develop and assist in the validation of new methods and techniques for culture collection, growth, isolation, screening, and selection of probiotics for manufacture, fermentation, standardization, and organization of organisms within the culture collection
- Microbiological characterization and identification of microorganisms
- Assist in the use and maintenance of working, stock, and reference cultures for laboratory staff
- Assist or lead activities related to probiotic discovery, screening, challenge, fermentation, and manufacture
- Lead or assist in the development of all laboratory standard operating procedures, work instructions or test methods related to the culture collection or fermentation activities
- Assist or lead (under the supervision of the Sr. Research Microbiologist or Culture Collection Manager) research projects related to probiotics, culture collection or fermentation activities
- Assist in the maintenance and updating of the culture collection database
- Prepare or assist in the preparation of product development or client services proposals, associated documentation, PowerPoint presentations, graphs and final reports for product development or client service projects related to fermentation or the culture collection program
- Create or updated laboratory and research documentation (i.e. SOP's, TEM's, WKI's, Forms, etc.)
- Ensure the accuracy, timely completion and reporting of laboratory analyses, Client Service (CS) and Product Development (PD) projects and internal quality analysis completed related to the culture collection & fermentation activities
- Ensure that all analyses, research, and projects are evaluated and completed, and results are delivered in accordance with established timelines
- Generate, review & release research results reports (including opinions & interpretations of test results if required)
- Lead or assist in investigations related to contamination and procedural or analytical deviations or errors related to culture collection or fermentation activities and ensure corrective actions are developed and implemented

- Ensure that inoculum is prepared and delivered to meet fermentation schedules and coordinate closely with the fermentation team during fermentation operations to help guarantee an optimum fermentation cycle is completed
- Support the Sr. Research Microbiologist and Culture Collection Manager for all activities related to inoculum preparation, maintenance and development of the culture collection and related research projects
- Coordinate with the Laboratory Manager to ensure that laboratory staff, equipment and supplies are available to support any analytical needs associated with culture collection or fermentation research activities
- Coordinate with Quality Assurance to ensure that all research projects and culture collection activities always operate under ISO 17025, Good Laboratory Practices (GLP's) and Log10 quality standards
- Train Laboratory Technicians & Technologists on required laboratory procedures
- Supervise Laboratory Technicians & Technologists in the absence of the Culture Collection Manager or Laboratory Manager
- Communicate and enforce laboratory safety rules to all personnel working in the lab and ensure all users of the lab are wearing the appropriate PPE
 - Act as a mentor to Log10 Technicians & Technologists
- Interact with Log10 clients in areas associated with culture collection research or projects
- Other Duties as Required

Qualifications:

Minimum Qualifications:

- Education
 - Bachelor's Degree in Food Science, Food Microbiology, Food Safety or Quality Assurance or a Science Degree that Included Laboratory Curriculum (i.e. Chemistry Lab, Biology lab, etc.)
 - Master's Degree preferred
- Specialized Knowledge
 - Advanced Computer Skills
 - Proficient in Microsoft Word and Excel
 - Knowledge in Probiotics or Fermentation a plus
 - LIMS System Operation
- Skills
 - Ability to Follow Written and Verbal Direction and Maintain a Laboratory Notebook
 - Excellent Written and Verbal Communication Skills
 - Ability to Develop and Write Research Proposals and Reports
 - Ability to Lead a Team of People
 - Able to Develop and Lead Short Term and Long-Term Research Projects
- Other Characteristics
 - Attention to Detail
 - Able to Work Independently
 - Able to Make Sound Decisions
 - Positive Attitude and Ability to Work as Part of a Team
- Professional Certification(s)
 - N/A

- Experience
 - At least 3 years' experience in a research capacity in Food Science, Food Microbiology, Laboratory, Biology, Chemistry, Food Safety, Quality Assurance or Quality Control with laboratory functions
 - At least one-year supervisory experience

Working Conditions:

- Temperature Controlled Laboratory Environment

Physical Requirements:

- Ability to Stand for Extended Periods of Time
- Ability to Lift 50lbs

Department & Absence Provisions:

- Laboratory
- Absence Provisions:
 - 1⁰ – Culture Collection Manager or Lab Manager
 - 2⁰ – Microbiologist
 - 3⁰ – Lab or Research Technologist

Direct Reports:

- None

Created By:	Michele L. Shewmaker	Date:	21Sep17
Approved By:	<i>Siddhu Bhatia</i>	Date:	24Sep17
Revised By:	Michele L. Shewmaker	Rev. #:	1
Approved By:	<i>Siddhu Bhatia</i>	Date:	09Oct18
Revised By:	Michele L. Shewmaker	Rev. #:	2
Approved By:	<i>Siddhu Bhatia</i>	Date:	05Nov19
Revised By:	Michele L. Shewmaker	Rev. #:	3
Approved By:	<i>Siddhu Bhatia</i>	Date:	05Oct20