



Position: **Quality Control Analyst - Biology**

Purpose of Position

The Quality Control Specialist is responsible for performing assays and reviewing data from the analysis of samples to support Product Operations and for verifying that products meet specification for release and/or stability. This position will also be responsible for transferring assays from R&D to QC for new product biology assays.

Responsibilities and Duties

- Perform biological quality control and/or stability analysis of samples obtained from Product Operations as specified by approved SOPs and/or Methods. Testing includes, but is not limited to, trypan blue cell counts, enzyme characterization incubations, protein analysis, MTT, PCR, cell confluence and plateability.
- Write/Revise SOPs and/or Test Methods as applicable.
- Ensure all analytical laboratory documents are completed within specified timelines.
- Maintain accurate and concise documentation of testing conducted and resulting data. Review data obtained for compliance to specifications and report abnormalities.
- Work with manager to conduct laboratory investigations related to product testing.
- Prepare release documentation (Product Data Sheets/Certificates of Analysis) as required.
- Maintain supply levels for performance of assigned duties.
- Maintain instrumentation and other laboratory equipment according to maintenance schedules and departmental procedures.
- Apply good laboratory practices as appropriate and participate in problem solving as required.
- Accurately maintain appropriate quality control files and databases.
- Maintain orderly, clean and safe workplace.

Qualifications/Skills and Knowledge Requirements

- Bachelor degree in Biology or related scientific field with 1-2 years relevant experience or equivalent combination of education and experience with laboratory procedures, including but not limited to: serial dilutions, aseptic transfers, cell incubation/counting, plate reading and microscopy.
- Cell culture, tissue culture or molecular biology laboratory experience preferred.
- Accurate pipetting skills essential.
- Experience working with radioactive materials or laboratory samples a plus.
- Must be organized, show attention to detail and demonstrate good documentation practices.
- Must have mathematical aptitude for performing data calculations. Demonstrated experience with Microsoft Excel, Access and Word programs.
- Good problem solving skills.

Interested candidates should email inquiries to: cwatt@bioreclamationivt.com