

Sul Ross State University

Position Description

Official Title: Microbiology Laboratory Manager
Salary Group: Unclassified (4)

Job Code: 3255

Summary

Function:

Scope:

Duties

Essential: Ability to maintain equipment and carry out fundamental tests as part of a scientific team on the Deployable Aerobic Aqueous Bioreactor project; and other related duties as assigned. The manager will receive guidance and direction from the P.I. and supervise, direct and facilitate research of all persons working on the project. Working with samples, assaying and chemical analysis; responsibility for ordering supplies, maintaining records, writing reports and assisting with publications, presentations and proposals. Responsible for personal safety and the safety of others; must exercise due caution and practice safe work habits at all times.

Non-Essential:

Supervision

Received:

Given:

Education

Required: Master's degree or equivalent in a lab science

Preferred:

Experience

Required: experience working with pathogenic microbes (BSL 1, 2, & 3), advanced molecular techniques, microscopy and a high level of computer literacy, experimental design experience

Preferred:

Equipment/Skills

Required: strong organizational and laboratory skills; laboratory instrumentation; strong verbal and written communication skills; ability to function with limited supervision and to supervise others; good laboratory practices and general laboratory safety.

Preferred: Experience with Microsoft Project, Access and EXCEL; experience with ERP systems, preferably Banner; and knowledge of aerobic aqueous bioreactor systems.

Working Conditions

Usual: Based in Alpine. May occasionally be required to work a flexible schedule, including nights, weekends and holidays. Exempt from overtime provisions. Position is Security Sensitive.

Any qualifications to be considered as equivalents, in lieu of stated minimums, require the prior approval of the Human Resources Director.

Date revised: March, 2010