**JOB DESCRIPTION**

| Job Title: | Postdoctoral Scientist - Analytical Development - Virology |
| Reports to (Title): | Associate Principal Scientist or higher |
| Location: | Pennsylvania |
| Exempt/Non-Exempt: | Exempt |
| Direct Reports: | No |
| Department: | Analytical Development |
| Cost Center: | Analytical Development |
| EEO Job Category | 1.1 / 1.2 / Professionals/ |

**Job Summary:** Designs, plans, authors, executes, and leads internal research & development studies in the Analytical Development Virology team. This position specifically focuses on driving method efficiency in Virology. Candidate will also author and assist in the execution of assay qualifications under very limited supervision. Acts as a Technical Reviewer and assay trainer. Partners with Testing Operations during assay transfer and qualification activities.

**Essential Job Functions:**

- Designs, plans, leads, and executes R&D studies under very limited supervision.
- Documents research studies with a clearly defined purpose, methods and materials, results, and discussion.
- Writes research and development reports and ensures all data are reported clearly and accurately.
- Drafts and executes qualification protocols. Author qualification reports.
- Drafts method protocols and SOPs.
- Participates in assay transfers to Operations. Serves as trainer for inter and intradepartmental staff
- Evaluates new equipment, as needed.
- Author and execute IQOQ, author equipment SOP, as needed.
- Conducts and directs assays and lab procedures according to and in compliance with cGMP, CFR and/or PTC guidelines and SOPs, as applicable.
- Demonstrates solid proficiency in scientific theory and rigorous practical application in the completion of lab procedures.
- Conducts critical review of results and interprets the data. Draws conclusions and plans next steps for assay development or troubleshooting.
- Serves as technical reviewer and LIMS tech manager.
- Presents data at internal staff meetings.
- Orders reagents and materials, as needed
- Initiate and track change controls
- Investigates and responds to equipment OOTs, as needed.
- Responsible for REES/ELPRO monitoring and response, as needed.
- Completes all required training (i.e. safety, equipment etc.).

Revision Date: 26MAY19
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• Ability to work in a team environment and independently.
• Maybe required to work Holidays and weekends
• Contributes to the overall operations and to the achievement of departmental goals
• Thorough understanding of Good Manufacturing Practices
• May be required to assist in other departments

Job Requirements:

Experience / Education
• PhD in Biological Sciences with 0-2 years of experience

Knowledge / Skills / Abilities:
• Must be highly skilled in cell-based virus titration assays.
• Experience with qPCR is highly desirable.
• Experience with gene therapy vectors and/or gene mediated cell therapy highly desirable.
• Automation experience is a plus.
• Understanding of a cGMP environment is desirable.
• Proven troubleshooting skills.
• Ability to use judgment as dictated by complexity of situation.
• Ability to accomplish the described duties through the use of appropriate laboratory equipment and computer equipment and software.
• Excellent Oral & Written communication skills
• Need to be able to read, write and understand English
• Proficient in Microsoft (Excel, Word, Outlook, PowerPoint)

Physical Requirements:
• Must be able to work in an environment with variable noise conditions.
• Must be able to work in Lab setting with exposure to Biohazards / Chemicals
• Must be able to wear appropriate PPE
• Ability to stand /Sit/walk for long periods of time
• Ability to crouch, bend, twist, and reach
• Clarity of Vision
• Ability to identify and distinguish colors, preferred
• Must be able to perform activities with repetitive motions

An Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity,
This job description does not state or imply that the above are the only duties and responsibilities assigned to this position. Employees holding this position will be required to perform any other job-related duties as requested by Management.

Management Approval: ___________________________ Date: ______________

Employee Signature: ____________________________ Date: ______________