



Code: 2494

Title: Research Associate I

Location: Van Nuys, CA (Los Angeles area)

Department: Cell Processing Laboratory

Description: This position is responsible for the evaluation of human blood products for manual or automated cell isolations, product manufacturer, and cell culture. Perform QC testing and create a certificate of analysis (COA) for products manufactured. Record isolation details on a processing worksheet using good documentation practices. Operate flow cytometer and basic lab equipment.

Responsibilities:

- Manual and automated cell isolations
- Product QC and COA creation
- Calibrate and run flow cytometer
- Able to operate basic lab equipment (i.e., centrifuge, microscope, hemocytometer, incubator)
- Follow detailed protocols and instructions
- Review of production batch records for accuracy
- Small scale R & D and protocol development for new product lines
- Perform Quality Control and preventative maintenance procedures of laboratory equipment as assigned, maintaining records in compliance with manufacturing and regulatory guidelines.
- Ordering of lab supplies
- Ensure the lab is appropriately stocked for processing procedures.
- Perform processing of blood and bone marrow products using laboratory equipment and machines by following Standard Operating Procedures (SOPs), Good Manufacturing Practices (cGMP's) and other regulatory agency procedures. Knows and follows safety rules relative to area(s) or responsibility.
- Accurately perform quarantine, destruction, and release of blood products.
- Identify and troubleshoot problems encountered in assigned tasks and properly document corrective actions. Confer with the Scientific Director for resolution of problems.
- Able to read, interpret, and understand the company and industry manuals and compliance standards such as Standard Operation Procedure manuals, Current Good Manufacturing Practices, Current Food Laboratory Practices, FDA and AABB regulations.
- Present a professional image to HemaCare customers, internal and external.
- Performs tasks related to essential responsibilities within the scope of experience, abilities, and authority.
- Perform additional duties as assigned.

Supervisory Responsibilities: This position has no direct supervisory responsibility.

**Requirements:**

- Accurately pipette small volumes
- Flow cytometry
- Cell culture
- Count cells on a hemocytometer
- Ability to operate a light microscope
- Ability to operate the centrifuge
- Ability to connect and disconnect gas tanks (CO2 and LN2)
- Ability to use inventory management software
- Ability to operate control rate freezer
- Proficient use of Microsoft Office products including Word, Excel, Outlook, and PowerPoint
- Ability to quickly learn new software programs as needed
- Ability to complete duties in an accurate, efficient, and timely manner, as well as to meet deadlines.
- Ability to take and record accurate readings from equipment and machinery, both manually and on a computer.
- Ability to listen attentively and follow instructions.
- Ability to shift gaze from viewing computer screen at a distance of several feet to forms that are close by to compare data.
- Ability to read and accurately follow safety rules, operating and maintenance instructions and procedures.
- Ability to work in a dynamic environment
- Ability to multi-task
- Positive attitude
- Ability to work flexible hours
- Detailed oriented
- Discretion in handling confidential and sensitive matters
- Self-motivated and a self-starter
- Ability to effectively respond to change and unpredictability

Education, Experience and Licensure

- Bachelor's degree in Biological Sciences required.
- One year general lab experience, with Blood Donor Center experience preferred.
- Experience with cell isolations, cryopreservation, flow cytometry, and immunologic techniques preferred.

Pay Range: BOE

Posted Date: 4/20/2018

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