Position Title: Microbiology Scientist I  
Functional Group: Research  
Report To: Director of Research  

PURPOSE OF POSITION: Create and carry out protocols and procedures for testing product and prototype performance in microbiological testing. Oversee laboratory personnel, provide verbal and written reports to department director and company management.

MAJOR DUTIES AND RESPONSIBILITIES:  
- Support company goals and objectives, policies and procedures including Good Manufacturing Practices, Good Laboratory Practices, US and EU regulations.  
- Execute daily activities independently as assigned.  
- Contribute as a team member to the activities of the microbiology team.  
- Perform routine enumeration of microbial cells using microscopic and culture methods.  
- Write protocols and develop SOPs for experiments.  
- Manage and direct work of a full-time laboratory technician and/or intern.  
- Work with the Director of Research to ensure that research processes are conducted in compliance with company needs and any appropriate Quality Management System requirements.  
- Assist with associated quality management system documentation.  
- Utilize research literature and other external sources to develop or modify in-house assays.  
- Compile, analyze, and present (both in written and oral form) the results of research studies.  
- Assist in writing proposals for funding and writing publications.  
- Lead efforts to present studies in technical or medical conferences  
- Other duties as required including basic laboratory tasks such as making media, washing glassware, sterilizing samples, preparing experimental set up, etc.  
- Provide scientific recommendations to management team based on results of research studies.  
- Lead efforts to publish peer-reviewed journal articles

EDUCATION / EXPERIENCE REQUIREMENTS:  
- Ph.D. in relevant field of study.

OTHER QUALIFICATIONS:  
- Must be detail oriented, an effective communicator, and able to work with members of multiple disciplines within a team environment.  
- Excellent organizational skills.  
- Demonstrated computer proficiency in Word, Excel, PowerPoint; Web savvy. Ability to travel, domestic and international as required.

Employee Signature 
Date Reviewed

Management Signature 
Date Reviewed