



INTERNAL / EXTERNAL JOB POSTING

JOB TITLE: Spore Lab Analyst **WORK HOURS:** 40 / week
FACILITY: Bozeman **JOB CLASSICATION:** Hourly/NE
DEPARTMENT: BI Operations **POSTING EXPIRES:** 01-JUNE-2017

SUMMARY OF JOB DESCRIPTION

The Spore Lab Analyst is responsible for initiating and completing duties involved in spore production and qualification of spore crops. All work must be performed using company Standard Operating Procedures (SOPs) following GMP and industry standards. This position requires open communication and team work with personnel in many departments.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Core duties and responsibilities include the following. Meeting due dates is of the upmost priority and at times other duties may be assigned and may spread out to other departments in order to work as a team to achieve these dates.

- Cultivation of various spore species.
- Qualification of spore crops for biological indicator production use.
- Operation of various sterilizers.
- Manufacture of spore suspensions for customer use.
- Execution of protocols.
- Ability to follow SOPs which includes maintenance of SOPs when necessary.
- Knowledge of aseptic technique.
- Exhibit excellent documentation practices.
- Ability to effectively write scientific papers.
- Comply with all safety and regulatory standards.
- Perform other duties as assigned by management.
- Application of the Mesa Labs Quality Policy and actively monitor quality of outcomes in the performance of all assigned tasks.
- Complies with company ethics, code of conduct, policies, and best practices, with a commitment to safety in the workplace, valuing of diversity, and promotion of a harassment-free environment.



PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to stand or sit for extended periods of time. Tasks where repetitive motion is required are part of the 81-manufacturing process.

If reasonable, requests regarding ergonomic concerns will be considered for individuals with disabilities, accommodations may be made to perform the essential functions. Occasional lifting is required.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This is a high volume, high energy manufacturing facility that works to meet manufacturing deadlines. An enthusiastic, positive attitude is highly encouraged and conducive to a productive successful atmosphere. Common sense judgments and problem solving is desirable.

Must be able to handle some repetitious and tedious job functions.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The optional categories listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION/EXPERIENCE

A bachelor's degree or higher in microbiology or closely related science is preferred. At least three 3 years of relevant lab experience may be considered. Position does require focus, multi-tasking, initiative and problem solving skills.

LANGUAGE SKILLS

Ability to read and comprehend documents and standards including, but not limited to, USP, CFR Part 820, ISO 11138, ISO 14161, ISO 11137, etc. Confidence and/or willingness to write scientific papers are required. Oral and/or written communication may be necessary with customers. Open communication, respect and honesty are required for effective relationships between coworkers and for productivity.



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MATHEMATICAL SKILLS

Strong mathematical skills are needed to understand and execute the calculations that occur within the manufacturing environment, many of which use scientific or exponential notation, and log linear regression analysis.

REASONING ABILITY

Many duties involved in Spore production require qualitative and quantitative reasoning. Ability to visualize and understand the entire process is desired and proactive thinking is highly beneficial in being a strong team player.

COMPUTER SKILLS

Basic Computer Skills including knowledge of word, excel, outlook and other programs are necessary for successful execution of this position. Proper typing skills are highly desirable.

OTHER SKILLS AND COMPETENCIES:

- Positive attitude
- Good Listening
- Detail Orientated
- Excellent Organization
- Leadership
- Initiative
- Keeping Calm during pressure
- Problem Solving
- Multitasking

Applicants interested in applying for this position may submit resumes to recruiting@mesalabs.com.