



## Laboratory Technician

### *Moore Laboratory of Zoology*

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#### **POSITION SUMMARY**

The Moore Laboratory of Zoology (<http://www.oxy.edu/moore-lab-zoology>) at Occidental College is seeking a full-time Laboratory Technician to help run our new Genomics Center and Ancient DNA Lab. This position will involve facilitating DNA data collection and analysis for both internal and external projects on evolution, systematics, and conservation, many involving historical DNA extracted from museum specimens. Successful candidates will have at least one year's experience working in a molecular DNA lab and be capable of working independently, troubleshooting, and training students. The candidate will report to the Moore Lab Director, but will work with a variety of end users, and therefore must have a mentality and demeanor rooted in customer service. This is a full-time appointment that includes a competitive benefits package including health, dental, life, and retirement. The hourly rate for this position is \$20 per hour.

#### **SUMMARY OF DUTIES, RESPONSIBILITIES AND GOALS**

- Carries out DNA data collection including DNA extraction (often with historical specimens), PCR, gel electrophoresis, next-generation library preparation, and sequence capture.
- Sets up and runs the new Illumina MiSeq.
- Trains and oversees undergraduates and coordinates their work schedules.
- Organizes genetic samples and updates sample databases and spreadsheets.
- Troubleshoots when experiments or protocols do not work.
- Maintains laboratory stocks, equipment, and places orders for supplies, materials, etc.
- Assembles and creates laboratory and safety protocols (working with campus EH&S).
- Balances budgets involving lab supplies from outside projects.

#### **QUALIFICATIONS**

- Bachelor's degree in a Biology-related field.
- At least 1 year's experience in a molecular DNA lab.
- Excellent communication and people-management skills.
- Experience in a historical DNA lab a plus.
- Experience running an Illumina MiSeq a plus.

## **APPLICATION INSTRUCTIONS**

Applications **must** include a brief one-page CV, a cover letter describing experience and interests, and contact information for three references. All applications should be sent to **mccormack@oxy.edu** with subject line indicating "Laboratory Technician". The ideal start date for this position is August 1.

**The deadline to submit your application is July 1st, 2019.**

*As a condition of hire for a staff position and for appointment to a faculty position, Occidental College requires that all candidates who have received a conditional offer of employment complete an application form (if they have not already done so) and consent to a background check. Satisfactory completion of a background check, along with pre-employment verifications and references are required as a condition of employment, but only as permitted by federal, state, and local law, including the City of Los Angeles Fair Chance Initiative for Hiring Ordinance.*

*We will consider for employment all qualified Applicants, including those with Criminal Histories, in a manner consistent with the requirements of applicable state and local laws, including the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance*