

JOB DESCRIPTION

JOB TITLE: Laboratory Supervisor

DEPARTMENT: Production (Prod)

REPORTS TO: Microbiology Production Manager

PAY RANGE: Varies based upon experience

EXEMPT STATUS: Non-Exempt

SUMMARY JOB DESCRIPTION: ABM, Inc. is seeking a candidate with a knowledge and keen interest in microbiology. The incumbent will supervise two or more Laboratory Assistants while initiating quality control testing of raw materials, active ingredients, and finished products. Participation in new product development, process development, and other projects, as needed, is also anticipated. The position is first shift Monday through Friday. Some weekend or evening work may be required but will be infrequent.

ESSENTIAL JOB FUNCTIONS:

- Supervise/perform quality testing on raw material, active ingredients, and finished products.
- Prepare materials, as needed, for laboratory and floor production protocols.
- Communicate results to the Microbiology Production Manager and/or designated staff.
- Carryout projects for initial product testing, new product development, shelf-life, etc.
- General Laboratory – culture prep/maintenance, media prep, calibrations, inventory, etc.
- Maintain a clean and safe work environment. Adhere to and enhance all safety policies.
- Maintain laboratory equipment including but not limited to incubators, shakers, centrifuges, pH meters, sterilizers, and bench-scale fermenters.
- Adhere to all policies, protocols, and procedures established by ABM, Inc.
- Other duties as assigned

SKILLS REQUIRED FOR THIS JOB:

- Strong understanding of accepted microbiology laboratory techniques – microscopy, aseptic technique, culturing, strain identification and differentiation, staining, autoclave use, pipetting, etc.

- Understanding of microbial growth dynamics and principles of fermentation (submerged, semi-solid, and solid state).
- Strong organizational, documentation, and communication skill sets.
- Must possess adequate computer skills (MS Word, Excel, PowerPoint, Outlook)
- Ability to sit/stand/walk for extended periods and able to lift at least 50 lbs. as necessary.

EXPERIENCE AND EDUCATION REQUIRED:

- Bachelor of Science degree in Microbiology, Biology, or Chemistry. Courses in microbiology are essential.
- 0 – 2 years of experience working in a laboratory environment utilizing pipettes, pH meters, water activity meters, balances, centrifuges, microscopes, lab to pilot scale fermenters, etc.
- Knowledge and experience with microorganisms beneficial to agriculture is a plus.
- Candidate must be able to work in the U.S. without sponsorship.