

**Job title:** Lab Technician  
**Job location:** Magnolia, TX 77355  
**Job type:** Full-Time  
**Compensation:** DOE with full benefits  
**Job Category:** Laboratory



## Summary

Our tissue culture laboratory is looking for a highly motivated individual to fill the position of media prep technician. The primary job responsibilities include oversight, planning and preparing of media and stock/buffer solutions according to strict quality standards and documentation and review of all relevant paperwork and charts in a timely and accurate manner. This includes operating laboratory equipment such as pH meters, balances and processing equipment such as autoclaves and pressurized tanks. The ideal candidate will have experience with laboratory operations, excellent attention to detail, documentation experience, great communication, an approachable, professional personality with a desire for thoroughness and the ability to work effectively and efficiently in a team-oriented environment to keep Media Prep operations running smoothly.

## Required Knowledge, Skills and Abilities:

- Minimum qualification: High School Diploma plus two (2) years' experience working in a laboratory
- Preferred qualification: Certificate - Laboratory assistant or Pharmacy technician with one (1) year experience
- Must possess effective time management and organizational skills, strong math skills, strong problem-solving skills, ability to work independently and good interpersonal communication skills
- Must have ability to follow written procedures and quality compliance requirements.
- Must have strong initiative and focus on safety, quality, accuracy, and be detail-oriented.
- Spanish knowledge is helpful.

## Key Responsibilities

- Oversee Media Prep functions.
- Provide input and support manufacturing to meet production demands.
- Perform all job functions safely. Follow safety guidelines, equipment procedures, and chemical handling guidelines. Report any safety deficiencies or safety incidents immediately.
- Develop a thorough understanding of department procedures and quality requirements,
- Perform all operations free of operational variances and work with a high degree of precision and accuracy.
- Accurately prepare media per recipe following established procedures.
- Prepare media when assigned and within the specified time.
- Perform general lab maintenance and housekeeping per department procedures.
- Report any deficiencies or malfunctions immediately.
- Create and foster a team oriented environment by demonstrating respect and appreciation for differences in perspectives and approaches among colleagues.
- Identify opportunities to help others.
- Maintain professionalism in the presence of conflict.

- Develop, establish and monitor documentation per established procedures.
- Review all data fields, supplies used, labels, and calculations to ensure accuracy and completion per established procedures. Report any ongoing errors to the supervisor.
- Interact with vendors, suppliers, and internal departments to improve safety, maintenance, efficiency, and productivity
- Be fully accountable for the Media Prep group and perform all tasks to ensure success.
- Troubleshoot issues with media, processes, or equipment, and report any issues immediately. Follow up as necessary to ensure resolution.
- Adjust to schedule changes, work overtime as necessary.
- Evaluate new equipment, technologies and business processes to enhance media preparation operations.
- Report any training or policy deficiencies and identify opportunities to improve procedures and operations.
- Develop, implement, maintain and evaluate department SOPs and quality compliance.
- Other duties as assigned.

### **Working Conditions & Physical Requirements**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to meet the following standards:

- May be required to work weekends, off-shifts, and overtime as required.
- Expected to be on feet standing or walking for up to 80% of shift.
- Ability to lift up to 40lbs
- Work with and around pressurized tanks, housings and equipment, which are connected by piping and pumps and serviced by pressurized steam, water, air and cleaning/sanitizing chemicals systems.
- Don gowning in the form of hospital scrubs, coveralls and safety toe footwear with shoe covers multiple times per shift.
- Don lab coats as well as safety glass/goggles, gloves (nitrile or latex) multiple times per shift.
- Handle and work with hazardous materials and chemicals per OSHA guidelines.
- Use hearing protection and dust masks as required.
- Utilize keyboard and mouse to interact with process automation systems as well as email. Word processing/spreadsheets and other online computer systems.
- Manipulation of process equipment, connections and raw materials may require bending and reaching as well as repetitive twisting gripping hand motions. Where mechanical stress or pressure can be transmitted to the palm and fingers during hand tool use, especially when large forces must be exerted. Forces should not exceed 22 pounds/inch.
- Attendance is mandatory.

For immediate consideration, apply by sending in a Resume and Cover letter.