

## **Medgene Labs, dba VST LLC Class Specification**

**Position Title: Virologist**

**Position Class: Senior Scientist, Level VI**

*Medgene Labs seeks a Vaccine Production Microbiologist, at Level VI, for activities of animal vaccine production. The successful candidate will report to the VP of Operations. The individual will be responsible for leading daily operational needs with the Research and Development staff. The ideal candidate will show capacity to perform detail-oriented work and successfully integrate with a strong team.*

**Application Deadline: Until Filled**

*To apply for this position, send a current resume and cover letter to [erinh@medgenelabs.com](mailto:erinh@medgenelabs.com), or send a hard copy to: VST LLC dba Medgene Labs, 1006 32<sup>nd</sup> Ave., Suite 104, Brookings, SD 57006.*

**A. Purpose:**

Establish and manage Virology lab in coordination and cooperation with Quality Control, Construct Development, Manufacturing, Quality Assurance and ISPrime departments in compliance with CVB Regulations, to meet the Strategic Objectives of Medgene Labs.

**B. Distinguishing Feature:**

The Virologist is responsible for development and optimization of new assays and management of virology lab. This includes a knowledge of virology and bacteriology, cell culture techniques, moderately complex laboratory testing, the ability to train and supervise employees, and project management. Coordination and cooperation with Quality Control, Immunological Services, and Quality Assurance departments are essential. The position requires independent judgement and interpretation under the direct supervisor.

Candidates should have a minimum of a Bachelor of Science, with a Master of Science preferred, in Microbiology/Immunology/Animal Science or related field.

**C. Functions:**

1. Startup of new virology lab, must have intimate knowledge of running virology lab with cell cultures.
2. Responsible for the day to day operation of new established virology lab.
3. Develops Assays, SOPs, and Protocols for analysis and development of new vaccines in compliance with CVB guidelines and regulations.
4. Plan and prioritize experiments in alignment with company goals and manage projects to meet timelines.
5. Responsible for generating and maintaining strict documentation of raw data to ensure a high level of scientific integrity in accordance with regulatory requirements.
6. Communicate across the team, with senior management, and external partners.
7. Maintenance of laboratory equipment, facility, and standards within the Research and Development division.
8. Works autonomously, consults with and updates supervisor.
9. Supervision of full-time and part-time technical staff.
10. Leads and proactively collaborates within and across disciplines and functions, as applicable.
11. Performs other work as assigned.

**D. Reporting Relationships:**

Typically reports to the VP of Operation, and may provide work direction to R&D Associate Scientists, Technologists, interns, and/or students or other staff assigned to the laboratory.

**E. Challenges and Problems:**

Challenges include establishing assays and reagents for testing within established timelines, maintaining accuracy, and consistency of testing due to variance in sample requirements. Keeping of detailed records will be an absolute necessity, subject to Audit by the Regulatory and Compliance Officer and Operations Manager.

Problems include potential weekend and off-hours work, poor sample quality, failed tests, and managing reporting.

**F. Decision-Making Authority**

Decisions include development of specific assays, interpretation of data and communication to appropriate department; work assignments of junior staff; what supplies to order; safety and accuracy of equipment; the identity of reference reagents and tests; sources of testing problems; when to contact supervisors or clients for assistance; whether to call service for a piece of equipment; informing clients and management of status of vaccine serials.

**G. Contact with Others:**

Daily contact with junior technicians, additional staff of VST/Medgene. Occasionally contact with clients during project initiation and completion.

**H. Working Conditions:**

Potential for exposure to human and animal pathogens, including blood-borne pathogens. Exposure to infectious agents, dangerous chemicals, high-voltage equipment, toxic fumes, high-pressure steam, temperature extremes, and potential mutagens.

**I. Knowledge, Skills, and Abilities:**

Knowledge of:

- The methods and techniques of bacterial, viral, and cell culture
- Principles of microbiological isolation, biochemistry, immunology
- Laboratory quality controls procedures and appropriate statistical methods.

Ability to:

- Perform various cell culture growth methods, tests, and analyses.
- Follow specific procedures
- Work safely with infectious materials and specimens
- Operate scientific equipment and computers
- Write detailed SOPs and protocols
- Identify reference materials
- Establish and maintain effective working relationships with others
- Perform various tests, adapt techniques as required, and perform complex computations.
- Prepare scientifically accurate and thorough reports.

**J. Medgene Core Competencies**

1. Accountability and level of Impact

- a. Plans and leads completion of project work with team
- b. May be a cross-functional and/ or multi-disciplinary project team member
- c. Works autonomously; manages resources; consults with and updates supervisor

2. Technical/Functional Expertise & Application
  - a. With a multi-disciplinary perspective, applies in depth knowledge of complex scientific principles and technologies
  - b. Modifies existing processes, procedures and technologies, or develops new ones, as needed
  - c. Provides technical expertise and consultation across disciplines
  - d. Builds a basic understanding of the Medgene business and animal health industry; applies to serving customer needs
3. Problem Solving and Innovation
  - a. Applies methodology, creativity, and risk/ benefit analysis to generate ideas, and/or resolve complex multi-disciplinary project problems, in an ambiguous environment
4. Communication, Collaboration, and People Influence
  - a. Leads and proactively collaborates within and across disciplines and functions, as applicable
  - b. Produces internal and/ or external written communications; facilitates virtual and team meetings; presents to large groups