



Job Description

Title: Microbiology Technician

Date Last Modified: February 2017

Classification:	Non-Exempt	Grade:	Pending
Status:	Temporary (6-12 months)	EEO Group:	

Position Objective:

The Microbiology Technician is directly responsible and accountable for various levels of fermentation process development and existing processes. They will participate as a project team member to help develop new fermentation formulations and new processes designed to improve product quality and performance. They will conduct both laboratory and manufacturing scale experiments to evaluate new and current technologies.

Along with their core responsibilities they will also participate in developing, supporting and accomplishing the departmental/company operating activities, along with primary and secondary goals of the company.

Essential Functions and Responsibilities:

- Maintain a positive work atmosphere by acting and communicating in a manner that promotes cooperation with customers, collaborators, vendors, co-workers and management
- Learn and follow all established protocols and experimental procedures
- Manage experiments by:
 - executing work plans and revising as necessary to address changing needs and requirements;
 - assisting in the design and planning of experiments;
 - identifying needed resources and expertise and requesting them through the proper procedures and channels
 - executing experiments with a high degree of attention to detail
 - operating manufacturing equipment safely, paying careful attention to surroundings, and always wearing appropriate PPE
 - properly documenting results and presenting results to team
- Working with supervisor, initiate optimization experiments
- Collect and summarize experimental data; when appropriate, make recommendations to supervisor
- Regular lab and equipment maintenance
- Maintain accurate records of procedures and experimental results
- Perform other duties as required by supervisor and the rest of team

- As a team player, may to need assist other BioWorks departments in the course of their work from time to time.

Essential Qualifications:

- **Education** – Associates degree in Microbiology or related discipline.
- **Experience** – 0-2 years in comparable position of responsibility.
- **Complexity of Work & Decision Making** – Non-routine and routine work with related duties requiring judgment. Some work can be repetitive in nature. Making decisions guided by policies and precedent.
- **Accountability** – Objectives defined, most of how job is done is defined. Finished work regularly reviewed.
- **Consequence of Errors** – Errors may be detectable; significant if not. Effect confined within company.
- **Customer Interactions** – Contact with various levels +/-or departments. Improper handling may affect results.
- **Supervision Provided** – No supervision or development over any employees.
- **Environment & Use of Equipment Machinery** – Normal conditions with occasional exposure. Moderately complex equipment. Basic OTJ training.
- Dependable, Productive, High Quality, Proper Attitude, Team player.
- Demonstrated expertise and proficiency with basic office computer software, e.g. word processing, excel spreadsheets and email. Ability to train others.
- Ability to learn and to follow directions.
- Ability to work well with peers and supervise personnel.
- Good verbal and written communication skills.
- Ability to operate use of lab and manufacturing equipment
- Essential Company Values:
 - Integrity/Open & Honest
 - Accountability & Responsibility
 - Courage
 - Communication
 - Generosity
- Physical Demands:
 - Ability to lift 50 pounds, 10 lbs. repetitively.
 - Stamina/endurance to perform physical functions of job throughout the day.
 - May require flexibility in scheduling to satisfy customers.
 - Working Environment:
- The employee is regularly exposed to work near moving mechanical parts.
- The employee is regularly exposed to dusty conditions.
- The employee is regularly exposed to varying temperature levels.
- The employee is regularly exposed to high noise environments.

- Employee can pass the requirements for use of required respiratory devices.

Physical Activity Chart

Activity	Occasionally Required	Frequently Required	Job Responsibilities that require physical demands
Standing		X	Lab area, Manufacturing floor & shipping/receiving areas
Walking		X	Lab area, Manufacturing floor & shipping/receiving areas
Sitting		X	Lab area, Manufacturing floor & shipping/receiving areas
Lifting		X	Lab area, Manufacturing floor & shipping/receiving areas
Carrying		X	Lab area, Manufacturing floor & shipping/receiving areas
Pushing		X	Lab area, Manufacturing floor & shipping/receiving areas
Pulling		X	Lab area, Manufacturing floor & shipping/receiving areas
Climbing	X		Lab area, Manufacturing floor & shipping/receiving areas
Balancing	X		Lab area, Manufacturing floor & shipping/receiving areas
Stooping	X		Lab area, Manufacturing floor & shipping/receiving areas
Kneeling		X	Lab area, Manufacturing floor & shipping/receiving areas
Crouching		X	Lab area, Manufacturing floor & shipping/receiving areas
Crawling			Lab area, Manufacturing floor & shipping/receiving areas
Reaching		X	Lab area, Manufacturing floor & shipping/receiving areas
Handling		X	Lab area, Manufacturing floor & shipping/receiving areas
Depth Perception	X		Lab area, Manufacturing floor & shipping/receiving areas
Repetitive Motion		X	Lab area, Manufacturing floor & shipping/receiving areas