



Overview

Responsible for overall laboratory operations and technical conduct of bioanalytical projects, including the interpretation, analyses, documentation, and reporting of the results reporting to the Laboratory Director

Responsibilities

The major duties and responsibilities of the Associate Laboratory Director include the following:

- Fulfilling requirements of Laboratory Director specified in applicable SOPs.
- Ensuring that adequate personnel with appropriate training and experience are available to supervise and conduct bioanalytical division work.
- Stays abreast of industry technology and requirements. Promotes innovation, operational improvements, and evaluation of new analytical technology.
- Reviewing and approving laboratory SOPs.
- Approving release of all GLP validation final reports.
- Approving release of all GLP sample analysis final reports or assigning designee for report approval.
- Ensuring laboratory operations meet regulatory requirements and client needs.
- Participating in division strategic planning and setting divisional goals and philosophies.
- Setting operation budget including capital equipment forecast.
- Displays leadership, acts as a mentor.
- Other duties as assigned.

Knowledge, Skills, and Experience

- B.S., M.S., or PhD in analytical chemistry, chemistry, biology, biochemistry or related field.
- Typical 3-5 years' experience managing technical study conduct, supervising technical staff and supporting or leading customer interactions
- Instrument experience including LC/MS/MS, Watson LIMS, liquid handling robots among others
- GLP regulatory and experimental design experience
- Managerial expertise to lead operational execution for an operational business program including direct responsibility for division revenue, budgeting, and cost management
- Technical expertise to ensure technical quality, suitability of data for the intended purpose, and operational efficiency of laboratory operations within the business Program
- Forecasting, planning, and interdepartmental facilitation skills
- Integrating the commercial and technical aspects of laboratory operations. Building lasting client relationships. Supporting marketing and sales activities

Critical Success Factors and Metrics

The most crucial success factor is a highly engaged and collaborative approach to facilitate performance in line with company and departmental objectives.

- Successful completion of studies within Pyxant SOPs, current regulations, on time and on budget.
- 100% client retention. Pyxant Labs Inc. is built around a very strong client-centric business strategy. Ongoing client contact and coaching of other staff in relation to client interactions is essential to success in this role.