

Position Title: **Laboratory Equipment Engineer**

Location: San Diego, CA     **Local candidates only will be considered**

Biomatrica Inc. is a dynamic biotechnology company focused on biostabilization. We develop technology to prevent degradation of biological material, including assays, nucleic acids, proteins, bacteria, cells and patient samples. Biomatrica's award winning technology is changing the world of life sciences and impacts a diverse range of disciplines including basic research, biobanking, forensics, molecular diagnostics and personalized medicine. We know that people are responsible for our success and we value our employees. Our commitment is to create a work environment where feeling valued, respected and empowered is a daily experience.

**Job Summary:**

Daily oversight, maintenance and support of laboratory equipment, instrumentation and processes to ensure efficient lab operations.

**Role and Responsibilities:**

- Coordinate the ordering, inventory, storage and maintenance of supplies, lab disposables and instruments.
- Assist with operational budget in coordination with Director of Operations.
- Ensure appropriate and timely equipment servicing, including, maintenance, repairs, service contract renewal, software and hardware upgrades and, where appropriate, calibration.
- Maintain equipment database information including updating database when equipment moves, new equipment comes in and equipment is decommissioned or when equipment standards are updated.
- Coordinate and participate in instrument/operation/performance qualifications (IQ/OQ/PQ) as needed.
- Plan, develop, organize and implement policies, procedures and standards for lab operations to improve operational efficiency and ensure optimal performance and quality control of the laboratory in compliance with federal, state and company standards and regulations.
- Coordinate logistics and activities to ensure timely receiving and shipping of biological materials/samples to or from external collaborators, service providers and clients.
- Remain current in laboratory technology, participate in improving operations of the lab, both administratively and scientifically, recommend and implement changes including new instrumentation and database-type solutions to track key experimental data and assets.
- Oversee environmental health and safety (EHS) program in the laboratory and ensures laboratory is maintained in an orderly manner.
- Interact with safety professionals, licensing agencies and building facility representatives for facilities-related matters.
- Responsible for facilitating external building inspections (Fire Dept., OSHA, etc.) and clean room certifications.
- Assist in the on-boarding of new laboratory employees and ensure employee safety training and compliance. Write and/or review standard operating procedures (SOP) and other lab-related documents as necessary.

- Assist with lab space build out and retrofitting.
- Experience with dirty/clean lab environments and maintaining positive/negative air pressure environments.
- Other duties as assigned.

**Education and Experience Requirements:**

- Bachelor's Degree or equivalent in Engineering or a related field required.
- Minimum 5 years of experience as in a similar role is required.
- Biotechnology/Life Science industry experience highly desirable.

**Knowledge, Skills and Abilities Requirements:**

- Demonstrated experience with laboratory equipment including centrifuges, PCR machines, biosafety cabinets, incubators, flow cytometers, plate readers, and microscopes.
- Excellent organizational and communication skills including laboratory equipment sourcing and maintenance, laboratory inventory and data management.
- Experience establishing productive relationships with outside vendors to negotiate pricing and source key reagents and equipment.
- Demonstrated ability to develop training protocols and to train staff on a variety of equipment.
- Independent, flexible and high-energy with keen ability to incorporate input from multiple sources and devise creative solutions to best meet the needs of a diverse team.
- Detail-oriented but comfortable working collaboratively in a team-based environment.
- Technical writing and presentation skills are preferred.
- Solid knowledge of research laboratory and safety guidelines.
- Experience with ISO, FDA, GMP, GLP is highly preferred.
- Proficient in Microsoft Office Suite and general working knowledge of Internet for business use.
- Experience with Enterprise Resource Planning (ERP) software systems is desirable.
- Basic statistical analysis skills.

*We reward our employees with a competitive compensation plan and benefits package. Please send your resume and cover letter with salary history to [ctrilling@biomatrica.com](mailto:ctrilling@biomatrica.com). (Please send attachments in MS Word or PDF format only with "your name-resume" and "your name-cover letter" as the document name).*

***Local Candidates only***

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