

## Lab Manager

### Life Sciences Innovation Hub

The Life Sciences Innovation Hub (LSI Hub) at the University of Calgary is a one-of-a-kind facility located within University Research Park. The LSI Hub will offer access to space (office, wet and dry labs, prototype maker space), entrepreneurial and business development programming, mentorship, and technical expertise for research-intensive startups and developing companies.

The 127,000 square foot facility will be operated by Innovate Calgary on behalf of the University of Calgary and its partners. This new initiative has created a number of exciting employment opportunities for talented individuals in the areas of Life Sciences and Engineering laboratory management, building and facilities management, startup support and office support.

We offer the successful candidate competitive salary and benefits and the chance to grow with a dynamic group of highly educated and motivated professionals working in what we believe to be, a business of the future.

We are currently accepting applications for the following position:

#### **LAB MANAGER**

The Laboratory Manager will report to the Life Sciences Team Lead at Innovate Calgary and will work closely with an extended team of over 40 individuals, including Business Analysts, Marketing Specialists, Attorneys, and Intellectual Property Technology Managers. Our office advances innovations to the market and supports University of Calgary researchers, as well as, inventors, entrepreneurs, and SMEs across Alberta.

The Laboratory Manager will support a number of entrepreneurial tenants on behalf of the LSI Hub, he or she will work closely with the many life science researchers in the University of Calgary; in particular with individuals and groups in the Cummings School of Medicine, Schulich School of Engineering and the faculties of Science.

#### **KEY ACCOUNTABILITIES**

- Operation and oversight of shared lab space;
- Serve as a safety and compliance officer for all procedures within the lab facilities;
- Train and assist startup companies in the safe use of specialized equipment;
- Provide expert counsel and technique suggestions for tenants of lab space;
- Maintain standard operating procedures for all equipment and techniques;
- Calibrate and maintain shared equipment;
- Manage and log equipment usage and time as appropriate;
- Run flow cytometry, mass spectrometry, and protein purification experiments;

- Manage inventory of consumables and process and record transactions at onsite store for tenants requiring laboratory consumables;
- Liaise with university facilities to manage access to specialized equipment and space at the university;
- Ensure tenants are informed of, and compliant with, procedure safety protocols;
- Create buffers and reagents as required.

### **PERSONAL CHARACTERISTICS**

- The ability to work with, prioritize and organize numerous tasks including simultaneous work on numerous assignments or projects;
- The managerial presence to be able to achieve buy-in support from lab users while still maintaining the efficiency and safe operation of the engineering lab facilities;
- Ability to use market-based analytic judgment;
- Business relationship management skills with a commitment to the completion of projects within a team environment;
- Willingness to do those things necessary or advisable to ensure a positive and safe laboratory environment;
- Able to work with a diverse constituency of higher education, government, and business personnel.

### **REQUIRED SKILLS/QUALIFICATIONS**

- Successful graduate level qualification from an accredited college or university;
- 3 years of laboratory management experience;
- The scientific and business vocabulary necessary to communicate and fulfill the role;
- Strong interpersonal and communication skills;
- Strong decision-making and organizational skills;
- Solid understanding of clinical development of pharmaceutical and diagnostics;
- Excellent understanding of molecular biology protocols and procedures, including flow cytometry, mass spectrometry, HPLC;
- Demonstrated troubleshooting and technical problem resolution skills.

### **PREFERRED QUALIFICATIONS**

- Ph.D. or post-doctoral research experience;
- Familiarity with the University of Calgary facilities, procedures, and equipment.

Please direct expressions of interest and qualifications to [hr@innovatecalgary.com](mailto:hr@innovatecalgary.com).

We thank all applicants for their interest, however, only those persons from whom we need further information, or who are being considered for an interview will be contacted.

**Position will remain open until a successful applicant is selected.**