Open Applicant Pool:

Biopharmaceutical Production Supervisors/Associates

BioMARC (www.biomarc.colostate.edu) is a contract manufacturer of FDA regulated products. This open application pool is a continuous, open-ended advertisement for those candidates interested in applying to the Production Supervisors/Associates pool. Open positions may not be available at the specific time of your submission; however, once a position becomes available, candidates in the pool will be screened preferentially. Additional information about the applicant pool and how to apply are listed at the end of this document.

The job description for the Production Supervisors/Associates position is as follows:

This position is open to individuals that have an understanding of scientific concepts and have experience in Bio/pharmaceutical manufacturing environment. Moreover, it requires escalating levels of experience in executing batch production records for the creation and/or processing of production materials or experience that closely matches such as a regulated testing facility. Candidate should have experience working within an FDA recognized Quality System (or similar) using Quality Assurance approved batch cards, SOPs, protocols and/or the like. A Higher Education degree in microbiology, biotechnology, chemical/biomedical engineering, pharmacology, or related field is strongly suggested. Training in GMP/GLP/GDP and/or Quality Assurance/Control is highly suggested. Candidates must be able to physically work in rooms that require specialized manufacturing and biocontainment protective gowning and equipment. Biosafety level 3 experience is a plus. To be successful in this position, candidates must be able to consistently execute written procedures with precision and efficiency. Reflecting departmental and institutional values, candidates are expected to have the ability to advance the Department's commitment to diversity and inclusion.

Additional job duties include:

- Assist in the implementation/execution of written procedures for biological manufacturing processes, including purification steps and sample testing methods of production campaigns.
- Complete documentation for all GMP activities following Good Documentation Practices (GDP).
- Receive, interpret and follow complex instructions in the manufacturing room and be able to delegate tasks and responsibilities to appropriate personnel.
- Supervise other production staff members.
- Perform both simple and complex laboratory procedures such as cell culture, protein purifications, DNA/RNA manipulations, immunohistochemistry, etc.
- Support in the creation of controlled documents such as specification sheets, production records, protocols, reports, SOPs and other directive documents.
- Takes responsibility for maintaining material inventories for manufacturing use. This includes the movement of batch material and equipment as needed.
- Perform laboratory support activities in a timely and concise way.
- Support the clean room maintenance of the production and support rooms. This involves the physical cleaning of floors, walls, ceilings, equipment and other surface areas.
- Required to manage and record non-batch card laboratory activities daily in project-specific laboratory notebooks under GDP.
- Perform other duties as required.

**Employment Type:**

The job title categories within this pool are for positions (when available) that are within a range of 0.5-1.0 Full Time Equivalent (FTE) effort (i.e., 50-100% work effort). Hiring into a particular position at a specific FTE effort is based on the availability of task-specific funds, one’s skill set and other variables. Please note that this FTE effort and your salary will be very clearly communicated to you prior to hiring. Continued employment is not guaranteed and is also based on the availability of task-specific funds, one’s skill set and other variables.

**Additional Information:**

Colorado State University does not discriminate on the basis of race, age, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, or gender identity or expression. Colorado State University is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce and complies with all Federal and Colorado State laws, regulations, and executive orders regarding non-discrimination and affirmative action. The Office of Equal Opportunity is located in 101 Student Services.

Colorado State University is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search and motor vehicle history.

**Application Deadline:** 10-31-2015.

**NOTE 1:** Applications will be accepted on a continuous basis. Candidates are likely to be selected prior to the closing date.

**NOTE 2:** This open pool will expire as per the date above and individuals will need to reapply to any new opening to be considered beyond that date.

**How to Apply to the Bio/Pharmaceutical Production Applicant Pool:**

Email in PDF form a cover letter addressing your ability to meet the required and desired professional attributes, provide a job specific resume to IDRC_BioMARC_Jobs@mail.colostate.edu. Please reference the job title in your email’s subject line.