

Director of Molecular Genetics (MGI)

JOB DESCRIPTION

REPORTS TO: Chief Science Officer
RECORD:
FLSA STATUS: Exempt

DEPARTMENT: Molecular Genetics and Immunology
UPDATED: 4 FEB 2019
LOCATION: Sioux Falls, SD

Position Summary:

The Director of Molecular Genetics will lead the Molecular Genetics and Immunology Department including staff and research projects in cooperation with other departments. In this role he/she will direct research experiments and staff and develop a comprehensive molecular genetic program for the company's lead antibody production technologies. He/she will coordinate scientific activities, communicate to other directors within the company, direct reports and staff members.

Essential Duties and Responsibilities:

Responsibilities include but are not limited to:

- Managing and evaluating ongoing research projects and team members in Department of Molecular Genetics and Immunology.
- Conceiving research ideas that could facilitate the production of human polyclonal antibodies in an ungulate.
- Providing technical leadership and oversees upstream good laboratory practice (GLP) antigen development and production for animal immunization.
- Developing and establishing of novel technologies utilizing chromosome engineering (e.g. human artificial chromosome [HAC] technology and somatic cell gene targeting).
- Intellectual property disclosures and patent development with publication of data in major journals.
- Assist others in areas when needed.

Supervisory Responsibilities: This position does supervise employees.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Skills include, chromosome engineering, genetic engineering, cloning, sequencing, PCR, analytical test development, vector production and application, Southern blot, homologous recombination, gene editing techniques, and other tools of molecular biology.
- Strategic visionary with sound technical skills, analytical ability, good judgment and strong operational focus.
- Displays a willingness to make decisions, exhibits sound and accurate judgment and makes timely decisions.

- Demonstrated ability to manage scientific staff, maintain scientific business-relevant relationships (consultants) and contract research programs.
- Commitment to company values.

Education, Experience and Certifications:

- PhD degree required in molecular genetics or related field.
- Strong foundation in molecular and cellular biology.
- 10 years of experience in field; with five years in academic core or industry lab (preferred).
- Track record of achievement in publications and patent applications.
- Strong written and oral communication skills, comfort with senior management interactions.

Language Skills:

Ability to work independently with minimal supervision. Excellent organizational and communication skills. Ability to effectively present information in one-on-one, small groups and company-wide meetings. Computer literacy with Microsoft Office software programs to include Word, Excel and PowerPoint. Ability to read, analyze and interpret the most complex documents.

Mathematical Skills:

Utilizes established mathematical and scientific techniques to compile and analyze data. Basic mathematical skills to consist of addition, subtraction, multiplication and division. Budgeting and forecasting experience are required.

Physical Demands:

While performing the duties of this job, the employee is regularly required to walk, stand, crouch and sit. The employee must be able to lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, peripheral vision, and the ability to adjust focus. The employee will view a computer monitor for long periods of time.

Working Environment:

Normal office environment with some exposure to lab areas. The noise level in the working environment is usually moderate.

ADA:

The employer will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990.

This job description will be reviewed periodically as duties and responsibilities change with business necessity. Primary and additional duties and responsibilities are subject to modification. I have read and understand the responsibilities of the position. I also understand changes can be made as needed.

 EMPLOYEE

 DATE

 SUPERVISOR

 DATE