

POSITION TITLE: Research Assistant I

POSITION PURPOSE:

The Research Assistant I will be a member of the measurement services laboratory staff and be primarily responsible for conducting recertifications and measurement service projects. In addition, they will assist with internal lab projects as assigned by the Lab Manager.

PRINCIPAL RESPONSIBILITIES:

1. Conduct recertification analysis of customer calibration standards
2. Conduct customer Measurement Service Projects
 - a. Collect and analyze data using Lighthouse core technology of laser spectroscopy
 - b. Generate reports to present results to clients
3. Participate in internal experimental investigations for new application development
4. Maintain laboratory equipment and laboratory quality system
5. Support other functional department activities as assigned by management, potentially including (but not limited to):
 - a. Fabrication of glass calibration standards in support of manufacturing
 - b. Technical writing projects (application notes, white papers) in support of marketing
 - c. Experimental studies in support of application research and development

ORGANIZATIONAL RELATIONSHIPS:

- Reports to Laboratory Manager
- Interacts with Research Scientist, Research Associate, Research Assistant, Manufacturing Technician, Technical Support Specialist, and Application Scientist

CONTACTS:

- Internal: Company management and employees
- External: Customers, collaborators, and suppliers

SUCCESS FACTORS:

- Strong analytical skills
- Attention to detail
- Excellent oral and written communication skills
- Exemplary organizational and time-management skills
- Ability to work under pressure and meet deadlines
- Integrity and honesty
- Well-developed interpersonal skills
- Ability to interact across functional areas
- Highly motivated and self-driven

REQUIREMENTS:

- BS Physical or Life Sciences
- 0-2 years of experience
- Laboratory experience or coursework

SALARY RANGE:

\$43,000-\$48,000 (dependent upon education and experience)