

# Job Description

## Laboratory Analyst ID

<b>Department</b>	Identification Operations
<b>Location</b>	Abingdon
<b>Summary of Job</b>	To receive samples, extract and process DNA from samples, analyse subsequent DNA profiles and report confirmed results to customers. All procedures require operating to GLP standards.
<b>Reporting Relationship</b>	Reporting to the Identification Team Leader. The Laboratory Analyst will interact with other analysts within the Identification Team and also with other Cellmark Operations.
<b>Principal Accountabilities</b>	<ul style="list-style-type: none"> <li>• Receive and check samples and documentation.</li> <li>• Working to Good Laboratory Practice process oral, hair and blood samples, using various molecular biology techniques to produce genotypes following standard operating procedures.</li> <li>• Operate and maintain automated equipment.</li> <li>• Update sample tracking systems and process documentation to allow accurate monitoring and rapid progression of casework.</li> <li>• Interface with other team members and other teams.</li> <li>• Operate and maintain clean room standards.</li> <li>•</li> </ul>
<b>Job Requirements</b>	<p><b>Education</b></p> <ul style="list-style-type: none"> <li>• Minimum 'A' Level, preferably BSC or HND in a Molecular Biology or Applied Biology subject</li> </ul> <p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Basic knowledge of Molecular Biology Methods</li> <li>• Previous laboratory experience, DNA/PCR experience preferred</li> </ul> <p><b>Technical Skills</b></p> <ul style="list-style-type: none"> <li>• Ability to work to GLP</li> <li>• DNA extraction, quantification, PCR methods, capillary electrophoresis, DNA profile analysis, and reporting.</li> <li>• Understanding of Quality systems</li> <li>• Familiarity with computers and standard software packages (Microsoft Office) and an understanding of and ability to use computerised sample tracking system</li> </ul>

**Non-Technical Skills**

- Ability to work in a fast paced environment
- Good interpersonal and communication skills
- Ability to work in a team
- Attention to detail, accurate record keeping and concern for impact
- Good verbal and written skills
- 

**Physical Demands**

Requirement for working between 07.00-23.00 and weekend working as dictated by the workload. Rotation between areas within the department.

**Working Conditions**

Clean modern air conditioned laboratories and a computer work station in a shared office