



JOB ANNOUNCEMENT

Molecular Technician (F/T)

OPENING DATE: January 8, 2019
REVIEW DATE: **January 25, 2019**
CLOSING DATE: Open until filled
START DATE: ASAP or 2 weeks after acceptance
LOCATION: NWIC Main Campus
SALARY: \$38,000 to 45,000 Max DOE

The salary placement upon hire will be based on the selected candidate's education and relevant work experience as outlined in the job announcement and the established salary schedule for the classification of position to be filled. This position is funded by NSF Grant Award # NSF 1840199.

Northwest Indian College hiring practices include adherence to the Indian Preference Act (Title 25, U.S. Code, Section 473). NWIC supports and provides equal opportunity employment and educational opportunities without regard to race, color, religion, national origin, sex (including pregnancy), disability, age, veteran status, sexual orientation, gender identity or expression, marital status or genetic information.

SCOPE OF WORK

The Salish Sea Research Center seeks an energetic individual to help drive our research forward. We work on marine issues related to the Salish Sea that affect the Indigenous communities in the Northwest, primarily involving forage fishes and harmful algae. The successful candidate will perform routine molecular biology protocols including: extraction of nucleic acids from a variety of non-human sources, library construction, PCR (polymerase chain reaction), and next-gen sequencing, and other associated procedures in a molecular biology laboratory. The individual will also assist with probe development for qPCR (quantitative polymerase chain reaction) analysis, preparation of standard operating protocols (SOP's), and the maintenance of appropriate records. Some fieldwork and bio specimen receiving, shipping, and handling may also be required.

DUTIES & RESPONSIBILITIES

- Perform molecular biology protocols governed by SOP's
- Extraction of nucleic acids from non-human tissues and environmental samples
- Library construction, PCR, and next-gen sequencing
- Maintenance of tissue biobanks, bio specimen handling, and logistics
- Write and edit SOP's as required
- Routine maintenance of laboratory equipment

- Use typical software including Excel, Word, and OneNote
- Work in multidisciplinary teams
- Work with undergraduate student interns on projects
- Any other duties as assigned

Work Environment:

The work environment for this position is primarily within the laboratory, although some outdoor field sampling may be required. Outdoor work could involve exposure to moderate levels of heat, cold, and humidity or rain. The noise level in the work environment is usually moderate. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

SUPERVISORY RESPONSIBILITIES

This position has not been assigned any supervisory responsibilities.

QUALIFICATIONS REQUIRED to perform this position successfully:

Minimum Qualifications:

- BS in molecular biology or related area with 1-3 years of relevant experience
- Proficient with computer software including, but not limited to, Microsoft Office
- Confident, innovative, problem solver
- Experience in handling bio specimens
- Experience with PCR, qPCR, library construction, nucleic acid sequencing

Preferred Qualifications:

- MS in molecular biology or related field
- Experience with Nanopore Technology (MinION)
- Experience with molecular protocols involving phytoplankton
- Experience with tribal communities.
- Experience working with a tribal college and/or a tribal community.
- Experience working in a college setting and in a team environment.
- Experience with and sensitivity to Native American people and cultural customs.

APPLICATION PROCESS

Interested individuals should submit the following application materials directly to the NWIC Human Resources Office only.

1. Cover letter addressing how you meet the position qualifications
2. NWIC Application
3. Equal Employment Opportunity (EEO) form
4. Current and complete professional resume
5. Copies of college transcripts (*official copy requested at time of hire*)

6. Three **letters** of recommendation from persons, who are not members of your immediate family, who have firsthand knowledge of your qualifications for the position
7. If applicable to the position, provide copies of certificates/licenses/credentials

The job announcement and application forms are available online at www.nwic.edu/jobs or may be requested from and submitted directly to:

Human Resources
Northwest Indian College
2522 Kwina Road
Bellingham, WA 98226-9278
Telephone/Fax: (360) 392-4230
Email: employment@nwic.edu