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# Example of Research Assistant, / Research Assistant Job Description

Our innovative and growing company is searching for experienced candidates for the position of research assistant, / research assistant. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for research assistant, / research assistant

* Collect data and operate research equipment
* Provide verbal progress reports to the supervisor on a regular basis
* Keep seed organized
* Fill entry lists and sort seed for planting
* Conduct literature reviews with minimal direction and supervision
* Assist in the preparation both grant and IRB submissions with minimal direction
* Setup and maintain data bases to be used by multiple teams
* Interface in person and electronically with both internal and external clinical, administrative and executive personnel
* Manage and respond to project related communications proactively and timely
* Strives to promote continual process and quality improvement

## Qualifications for research assistant, / research assistant

* Experience in e-survey design and administration
* Experience with mouse colony maintenance and handling techniques
* Experience in molecular biology techniques, in particular viral RNA extraction and viral loads (qPCR), PCR, digital droplet PCR, and MiSeq sequencing will also be valued
* High school diploma/GED equivalent with at least two years of plant care/greenhouse/field work experience
* Ability to work rotational weekend hours
* Ability to work in a warm, humid greenhouse environment