



Example of Lab Associate Job Description

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Our growing company is searching for experienced candidates for the position of lab associate. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for lab associate

- Assist in creating and delivering training programs for sales reps and follow up with them to ensure timely and efficient field support
- Operation of robotic laboratory equipment (Hamiltons and similar systems) and traditional lab equipment (bioanalyzers, centrifuges, sealers, thermocyclers, spectrometers, HPLCs, Next Gen Sequencing)
- Schedules and performs maintenance and calibration on equipment according to lab operating standards
- Adjusts, repairs and dispenses eyewear as required
- Provides customer service as required
- Notifies customers on job status
- Cleans and maintains the lab area
- Re-stocks inventory
- Maintains inventory of lens & supplies
- Fabricates jobs on timely basis

Qualifications for lab associate

- Knowledge of laboratory equipment and procedure
- Accurate record keeping and data management skills
- Ability to work independently contribute to a supportive team environment
- Basic computer literacy including but not limited to Microsoft Word, Excel, PowerPoint
- Experience in setting up a new laboratory

