



Example of Research Support Job Description

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Our company is looking to fill the role of research support. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for research support

- Hand picking corn
- Tissue sampling corn plants in field
- Corn pollinating in corn fields
- Some lab work associated with agriculture research
- Greenhouse operations
- Process and accurately assign LENA recording files within LENA software, database, and TMW Web Platform
- Regularly export and monitor data to ensure no data are missing
- Assist faculty, staff and students with preparation and submission of proposals
- Coordinate and perform the annual space reporting and scientific equipment inventory required by Central Administration
- Coordinate all aspects of annual grant related retreats, including monitoring and documenting attendance, venue, catering hotel accommodations, presentations, networking

Qualifications for research support

- Bachelor's degree with a minimum of 2 years of work experience in the biological sciences, molecular biology, computer science, plant physiology, or related field is required
- Knowledge of experimental design is beneficial
- Knowledge of molecular biology is required
- Must be comfortable with learning new computer programs and proficient in

- This position requires ability to work on weekends and holidays on a rotating schedule
- Excellent communication skills, a high degree of self-motivation, possess a positive attitude and work well independently team member with minimal supervision