

## **Genetics Laboratory Operations Head | Indiana Crop Improvement Association | Lafayette, IN**

Indiana Crop Improvement Association ([ICIA](#)) has been an industry leader in seed certification, seed quality testing, genetic testing and research for more than 120 years. ICIA is a non-profit, self-supporting agency that exists to provide services to member customers in the seed, grain, food, and related industries. At ICIA, uncompromised quality and customer service are our top priorities. We offer our employees premium health, life and long-term disability insurances, generous retirement matching contribution, paid vacation and sick leave allowances.

### **JOB SUMMARY**

**The Genetics Laboratory Operations Head** reports to the Genetics Program Director and collaborates closely with the Research Scientist in the Genetics Laboratory. The successful candidate is responsible and accountable for the proper functioning of all accredited lab service operations including but not limited to Polymerase Chain Reaction (PCR), Enzyme-linked Immunosorbent Assay (ELISA), Lateral Flow Strip (LFS), Mycotoxins, and Isoelectric Focusing (IEF) testing in various crop species. The Head is also responsible for continuing the development, improvement, and implementation of a quality system approach to laboratory testing that provides accurate and reliable test results. This is a full-time, twelve-month, exempt position.

### **DUTIES AND RESPONSIBILITIES**

- Coordinating the delivery of high-quality services that meets or exceeds customer service expectations.
- Planning and executing lab testing services alongside the DNA- and Protein-Platform Specialists and technicians.
- Monitoring, analyzing, and reporting of operations performance against key performance indicators (KPIs).
- Overseeing evaluation, procurement, calibration, and maintenance of laboratory equipment.
- Assisting the Genetics Program Director with the strategic plans, development of business strategies, and operating budgets of the Genetics Laboratory.
- Managing the Genetics Lab improvement pipeline by participating in and leading improvement projects.
- Assisting the Genetics Lab Research Scientist with the development, improvement, and implementation of new testing services to lab operations.
- Maintaining ISO 9001:2015 and ISO/IEC 17025:2017 accreditation standards in the laboratory operations.
- Coordinating the training of laboratory staff on testing procedures, safety, and chemical hygiene standards and practices.
- Assisting with customer inquiries.
- Assisting with other functions as determined by ICIA management.

### **QUALIFICATION AND REQUIREMENTS**

- M.S. degree in biology, biochemistry, molecular biology or B.S. degree with a minimum of 5 years relevant industry experience in seed testing.
- Strong knowledge of general molecular biology and immunological techniques used in seed testing including but not limited to nucleic acid (DNA) isolation, PCR, ELISA, LFS and IEF analysis.
- Ability to perform work according to AOSA Rules for Seed Testing and ISO Certification requirements.

- Proven leadership effectiveness with emphasis on team culture.
- Effective communication with internal and external stakeholders.
- Highly motivated individual with abilities to influence others without direct reporting relationship.
- An attitude toward work which includes flexibility, initiative, collaboration, and willingness to get the job done under the ICIA safety policy.
- Fluent in written and oral English language.
- Must be a US Citizen or Permanent Resident.

Interested candidates should submit their resume to [icia@indianacrop.org](mailto:icia@indianacrop.org)