Making Connections that Fuel Innovation!

Propel Careers Job # 02-384

Title: Lab Operations Associate
Location: Cambridge, MA

If you are interested in this role, please email your resume as well as a cover letter with a description of your background and statement regarding your skills and their relevance to this opportunity to Lauren Celano, CEO of Propel Careers at resume@propelcareers.com. Please reference job # 02-384

Description of Company: Our client is an innovative collaborative workspace based in Cambridge that is changing the way that biotech companies and scientists innovate. Our client is expanding and looking to add talented individuals to their team who are passionate about making a difference.

Position Responsibilities
- The individual hired will collaborate with a team and oversee laboratory operations
- Display a high-level of customer service and ensure that the resident biotech companies have a positive experience
- Educate residents on equipment and organize training sessions with vendors
- Liaise between the residents, vendors, and our client’s teams - ensuring prompt feedback and action.
- Learn the ins and outs of our lab systems and client’s workspace
- This role will report to the lab Manager

Candidate Requirements:
- Bachelor’s degree in a scientific field and/or 2 years of lab experience.
- Love being part of a team while being capable of working independently
- Ability to build relationships with researchers and vendors
- Prior experience in a customer service based setting
- Strong organizational, time management, and decision making skills
- Experience working in an entrepreneurial environment is a plus
- Enjoy continuously learning, and tackle whatever comes your way

Propel Careers is a life science search and career development firm focused on connecting innovative, entrepreneurial companies with like-minded professionals. We work with organizations in the biotech, medical device, and diagnostics, healthcare IT, boutique consulting, investment banking and venture capital areas. We place individuals into roles in areas including: research, clinical, regulatory, project management, alliance management, business development, finance, and operations. Our mission is to enable the critical human resource connections required to advance the life science industry as a whole as well as the growth and advancement of the companies and individuals we work with. Our expansive industry contacts, knowledge and experience working in the life science industry set us apart from other firms & offerings. Our team brings more than 40 years of collective experience working in a range of life sciences business, including start-ups, venture capital, and commercial organizations. As a result, we are able to act as a hub making critical connections between academic institutions, industry, investors, service providers and talent. To learn more, visit www.propelcareers.com.