JOB OPPORTUNITY

Job Title Research Associate/Chemistry Core Director

Department Institute for BioNanotechnology in Medicine (IBNAM), Northwestern University

Overall responsibilities

Manage a peptide synthesis and characterization facility that supports the research efforts of Northwestern University faculty and the Chicago area research community. Seek opportunities to directly participate in collaborative sponsored research projects and contribute to publications and grant proposals.

Key areas of responsibility

• Manage technical and business functions of the IBNAM Chemistry Core, a Northwestern University Core Facility
• Develop strong service-oriented relationships with faculty and facility users
• Provide custom peptide synthesis and mass spectrometry characterization services
• Operate and maintain facility instrumentation
• Provide technical consultation and training for researchers
• Collaborate with Principal Investigators to obtain funding and contribute effort to sponsored research projects;
• Supervise a Research Technologist
• Manage a website and develop advertising material to promote facility services throughout Northwestern and the regional research community
• Maintain accurate records of facility expenses, clientele, services provided, and billing
• Work with Faculty Scientific Director and Faculty Advisory Committee to plan for the facility’s growth and development
• Work with Assistant Director of Administration to prepare annual reports, cost and budgeting analyses, and rate calculations
• Prepare equipment grant proposal submissions

Minimum Qualifications

• PhD in Organic Chemistry or equivalent industrial or academic experience in the field of solid-phase peptide synthesis
• 1 year experience in operating and maintaining high performance liquid chromatography (HPLC) instrumentation
• Excellent organizational, interpersonal, and customer service skills
• Excellent written and verbal communications skills
• Strong analytical and business math skills
• Experience in providing technical training, supervision, and mentoring

Preferred Qualifications

• 2 years experience in managing, operating, and maintaining HPLC instrumentation
• Experience in operating and maintaining liquid chromatography-mass spectrometry (LC-MS) instrumentation and familiarity with proteomics and/or metabolomics experiments
• Experience in preparing grant proposals and collaborating on sponsored research projects

To Apply

Applicants must submit a cover letter, Curriculum Vitae, and email addresses and other contact information for at least three references. Please apply for this position through the Northwestern University Jobs website at http://www.northwestern.edu/hr/jobs/, search for Job ID# 15500.