TRAINEE RESEARCH SCIENTIST, SEIRIAN LABORATORIES, MERTHYR TYDFIL

PART 1 – CANDIDATE PROFILE

We are looking for a Trainee Research Scientist to join Seirian Laboratories. You will be supporting sample analysis, supplies and logistics for the studies undertaken by the Group, working in a small team in an effective and efficient manner to meet deadlines.

You are a recent science graduate with an analytical background seeking your first or new role in an analytical laboratory environment.

You are an enthusiastic team player, who interacts effectively with colleagues. You will play your part in the analysis of study samples by following documented processes to meet specific standards.

You enjoy working in a laboratory environment and be meticulous in your documentation, with demonstrable organisation skills, to ensure compliance with regulatory good practice and guidance requirements.

You have an eye for detail and focussed on quality, ensuring that work undertaken is to the highest auditable standard. With a keen sense of responsibility you love seeing things through to completion. For you, something is not done until it is completely finished!

You are keen to learn new techniques and processes and be adaptable to working in different laboratory environments. You will have the opportunity to develop your skills which will enable you to grow and develop your career.

You will be comfortable working to set timeframes, knowing when to go the extra mile to ensure timelines are met.

You will be based at the Research Campus in Merthyr Tydfil, (where the Group's Phase I unit, Simbec Research and many of the group's central administrative departments are located).

PART 2 – EXPERIENCE, QUALIFICATIONS AND COMPETENCIES

QUALIFICATION Required	Desired	Measured
Science Degree		Certificate
	BSc in Chemistry or related analytical degree	Certificate
EXPERIENCE **Required**	**Desired**	**Measured**
Experience in working in a laboratory environment		CV / Interview
	Experience in working in a MHRA GCP for labs environment	CV / Interview
COMPETENCE **Required**	**Desired**	**Measured**
Good Organisation Skills. Ability to organise and able to prioritise work.		CV / Interview
	Prince2 or equivalent project management experience	CV / Interview
Good general laboratory skills. Ability to use general laboratory equipment such as pipettes, centrifuges and balances		CV / Interview / Assessment
	Ability to set up and use HPLC system Ability to analytical systems such HPLC/LC-MS-MS	CV / Interview
Good computer literacy Proficient at using Microsoft Office for documenting and analysing and reporting data		CV / Interview
	Ability to use a LIMS system	CV / Interview
Good documentation skills Ability to document laboratory information accurately in a contemporaneous manner.		CV / Interview / Assessment
	Documentation of laboratory information to a GXP standard including preparation of analytical reports.	CV / Interview
	Ability to perform quality control processes.	CV / Interview
Good Communicational skills Presentation of information to an audience.		CV / Interview
Effective team player		CV / Interview
An ability to work to tight deadlines and within constraints		CV / Interview

PART 3 – JOB DESCRIPTION

JOB TITLE	Trainee Research Scientist
ROLE HOLDER	
DEPARTMENT	Bioanalytical
DIVISION	Seirian Laboratories
LOCATION	Merthyr Tydfil, UK
CONTRACT TYPE	Permanent Full-Time
REPORTING TO	Senior Principal Scientist
DIRECT REPORTS	None
INDIRECT REPORTS	None

ROLE HOLDER		Date:
LINE MANAGER		Date:
NEXT REVIEW DATE		

JOB PURPOSE
• To participate in a team providing services on behalf of Seirian laboratories, working on projects to analyse drugs, their metabolites and other analytes in biological fluids and pharmaceutical preparations, meeting sponsor expectations. • To effectively communicate and liaise with sponsors, project management and other stakeholders to deliver a high quality product to meet our clients' clinical development needs. • To assist in the development of methods of analysis, to deliver fully validated assays with thorough documentation of all procedures, making sure that processes are designed to be as efficient and economical as possible.

PRINICPAL DUTIES /RESPONSIBILITIES
1. To ensure that good practice regulations and guidelines are adhered to. To produce documentation to the standard expected by the Company and to apply Quality Control (QC) procedures to ensure their accuracy.
2. To prepare samples, chemicals, reagents and solutions for routine assay procedures as described in various Standard Operating Procedures (SOPs) and Working Instructions(WI).
3. To assist with the production of relevant documentation (protocols, procedures, validation/study reports) helping to ensure documents are delivered to the client and archived within expected timeframes.
4. To assist with the production of quality documentation (SOP's CAPA's file notes) within expected timeframes.
5. To carry out various general laboratory duties in order to ensure the efficient operation of the laboratory.
6. To ensure efficient use of consumables and instrumentation.
7. To maintain personal training records, to demonstrate competency.

PART 4 – BACKGROUND TO SIMBEC-ORION GROUP

Simbec-Orion Group Limited ("Simbec-Orion" or the "Group") was created in June 2014 by the merger of Simbec Research Limited ("Simbec") and Orion Clinical Services Limited ("Orion").

As a result of the merger, Simbec-Orion is today a full service CRO covering first in human Phase I clinical studies through to pivotal Phase III studies and Phase IV post marketing studies. Simbec-Orion supports its clients with our own in-house full service central laboratories (branded as Seirian Laboratories) pharmacovigilance, data management and statistics, IMP management/pharmacy, medical management. We have expertise in all drug types, dosage forms and delivery mechanisms and in later stage development and have six core therapeutic disciplines:

- oncology,
- rare and orphan diseases,
- respiratory disorders,
- dermatology,
- infectious disease & vaccines, and
- translational medicine.

We operate internationally serving clients anywhere in the world with physical operations in the United Kingdom, France, Germany, Italy, Spain, Czech Republic, Poland, Australia, South Africa and the United States of America. We have a combined staff approaching 250 people with the greatest concentrations in the UK and France.

It is our objective to become widely recognised as being a significant international full service CRO known for its excellence both across its range of services and in its therapeutic disciplines. We compete effectively against many of our larger competitors by offering a broader range of services and with greater depth of knowledge in our chosen therapeutic areas.

Given the background of a number of our senior leadership team, we think with the same focus as our clients - as drug developers and not simply as outsource service providers. Our goal is to meet their actual needs and not simply execute a study.