Full-time Open Position
Stilwell, Kansas

Job Title: Associate Research Scientist – Quality Assurance Auditor
Status: Full-time, Monday – Friday
Reports to: Quality Assurance (QA) Research Scientist – Manager

Position Summary:

SynTech Research Laboratory Services, LLC is a leading global independent research company, providing product development and regulatory services to the agricultural, biotechnology and food industries as well as to government bodies and agricultural commodity suppliers. Our range of services includes: Bioefficacy (GEP) trials, environmental effects (Aquatic and Avian Ecotoxicology) studies, Sample Management and Residue Chemistry (soil and crop plant matrices), Terrestrial Ecotoxicology (field and lab testing with bees), Public Health, Biotech (plant and seed services), Program Management, Crop improvement/consultancy and specialty study services.

SynTech Research is looking for an Associate Research Scientist – Quality Assurance Auditor to join our team of highly trained, technically-competent scientists and managers. This position is responsible for conducting the required U.S. Environmental Protection Agency (EPA) (Federal Insecticide, Fungicide and Rodenticide Act (FIFRA) Good Laboratory Practice Standards (GLP) QA activities for GLP studies performed by SynTech Research Laboratory Services (SRLS) in Stilwell, KS. Responsible for reporting laboratory and field findings to appropriate personnel. Review final field notebooks and study final reports for compliance with Good Laboratory Practice (GLP) regulations and study protocols. Interact on a daily basis with a wide variety of personnel ranging from peers to study directors, supervisors, managers, and directors. Participate in setting the internal standard for compliance with the Good Laboratory Practice (GLP) regulations and monitors the adherence to this standard.

Essential Duties and Responsibilities:

Essential duties and responsibilities include but are not limited to:

1. Conduct inspections of vendors, contract field facilities, and SynTech Research field critical phases. May require up to 25% travel, with some international travel.
2. Inspect/monitor/write inspection reports for each GLP study to ensure the integrity of the study and determine that no deviations from approved protocols or SOPs were made without proper authorization and documentation. This practice should follow the GLPs, study protocol, and QAU SOPs.
3. Review all protocols for GLP studies in which SRLS acts as study director.
4. Review the final study reports and PI reports to assure the report accurately describes the methods and SOP's. Ensure the reported results accurately reflect the raw data of the study for studies/work conducted by the Study Director, and/or principle investigator (PI).
5. Conduct process/facility based inspections as required.
6. Prepare a signed QA Statement to be included in each final report and/or PI report.

7. Maintain a copy of all study protocols, including amendments and deviations, for all studies in which SRLS acts as study director or principal investigator.
8. Index and maintain QA records. The QA records should include a file for each GLP study which includes but is not limited to: a copy of study protocol, amendments, and deviations. All audit reports (protocol, in-life, and final report/PI reports), study notification forms (if applicable), and external quality assurance audits (if applicable). After the completion of the study, the QA study file should be archived.
9. Participate in the review of GLP departmental SOP's.
10. Update CV/Training Records, annually.

Qualifications and Experience:

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job position.

- **Education and Experience:** Bachelor of Science, or higher, in Agriculture or related major, required. A minimum of 3 to 5 years related work experience and a working knowledge of farm practices, required.
- **Computer Skills** – Proficient personal computer skills with most current database and software applications needed to perform the essential duties of the job position.
- **"CAN DO" Attitude** – must demonstrate and lead a corporate "CAN DO" culture that delivers SynTech's mission to provide expert services delivering our competitive advantage to customers.
- **Mission and Values Driven** – SynTech Research encourages and promotes a mission and values-focused company culture. Open channels of communication are encouraged and highly valued. All employees are accountable for conducting themselves in alignment with the company's mission, values, culture, code of conduct and strategic goals.
- **Additional Competencies Required, include** – promote integrity and ethics, able to work effectively independently and in a team, safety awareness, attention to detail, thoroughness and accuracy in work, ability to meet deadlines, able to plan and organize work flow, critical thinking and problem solving skills, excellent written and verbal communication skills, commitment to continuous learning and self-improvement, and others as further described in the position job description.

Location:

SynTech Research Laboratory Services
17745 South Metcalf Avenue
Stilwell, Kansas KS 66085, USA

Timing:

The position is available immediately

Inquiries:

Please direct your interest in this position, with a current resume / CV to:
Nathalie Marshall, HR Specialist
SynTech Research Laboratory Services, LLC
nmarshall@syntechresearch.com

SynTech Research is an Equal Opportunity Employer