Lab Manager II – Institute of Environment - 529682

Job Summary:
Manages the day-to-day operations of the Northeast Shark River Slough field and laboratory platform and maintains the fluorescent dissolved organic matter dataset of the FCE LTER program (and ancillary projects). Provides training and instruction to assistants and students in laboratory and field methodology.

- Manages compliance to field and laboratory protocols and procedures for collecting and processing samples and generating data from the Northeast Shark River Slough field and laboratory platform and maintains the fluorescent dissolved organic matter dataset of the FCE LTER program (and ancillary projects).
- Designs and constructs field sampling access, collecting equipment, oversees sampling protocols, and maintains and upgrades laboratory equipment, as needed.
- Instructs field training sessions, trains staff and students on how to use field equipment, including motor vehicles, airboats, and motorboats.
- Instructs laboratory training sessions, trains staff and students on how to use laboratory equipment, including wet lab and chemical processing equipment.
- Oversees staff including soliciting and interviewing staff hires and recommending terminations.
- Ensures all staff and students adhere to laboratory and field policies and procedures, including maintenance of research and collecting permits.
- Operates motor vehicles, motorboats, and leads long days in hot, wet conditions on a regular (daily, during peak field sampling periods) basis in the Everglades to conduct research.
- Oversees data collection, quality control/assurance protocols, database submission, and compliance to information management procedures.
- Provides analysis and interpretation of spatial data through use of graphical and statistical tools (R and GIS).
- Oversees preparation of samples for analysis and contributes to the development of project data and reports.
- Plans field trips for research and outreach for the FCE LTER program. Serves as liaison to project managers and partners to organize field sampling timelines.
- Serves as the University's credit card user for departmental transactions. Adheres to University's credit card policies and procedures.
- Performs essential duties in any emergencies such as hurricanes, storms, and/or any other university emergency closing. The employee is expected to be available to report to work as needed during university emergency closing with appropriate notification of a department administrator.

Minimum Qualifications:
Bachelor’s degree.
Desired Qualifications:
- Bachelor’s degree in biology, Environmental Science, or related field.
- Experience operating and trailering a boat (up to 16 feet).
- Knowledge of basic wetland ecology and water quality concepts, laboratory and field QA/QC protocols for environmental sampling and analysis, laboratory safety procedures, small vessel operation, navigation, and safety

Job Category:
Administrative

Advertised Salary:
$42,000 - $45,000

Work Schedule:
- Begin time: 8:30 AM
- End time: 5:00 PM

Working Condition(s):
- Laboratory Work
- May occasionally be required to work outdoors.

Pre-Employment Requirements:
- Criminal Background Check
- Driver's License Check
- Fingerprinting Check

Other Information:
- Must be able to wade through Everglades in inclement environment to collect samples.
- Ability to travel locally and nationally.
- Ability to work flexible hours as needed.
- This is a Time-Limited appointment which may be terminated at any time with 30 days’ notice.

For further information or to apply, please visit careers.fiu.edu and reference Job Opening ID # 529682

Clery Notice
In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, the University Police department at Florida International University provides information on crimes statistics, crime prevention, law enforcement, crime reporting, and other related issues for the past three (3) calendar years. The FIU Annual Security report is available online at: https://police.fiu.edu/download/annual-security-fire-safety-report/.

To obtain a paper copy of the report, please visit the FIU Police Department located at 885 SW 109th Avenue, Miami, FL, 33199 (PG5 Market Station).

Pay Transparency
Florida International University will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor’s legal duty to furnish information.

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