

## Job Opening Report

### Job Opening Summary

**Job Opening ID** 9930  
**Job Posting Title** Research Assistant 1  
**Job Code** 162001(Research Assistant 1)  
**Position Number**  
**Status** 010 Open  
**Business Unit** CASE1(Case)  
**Department** 694110(Genetics)

### Job Information

**Created By** 3312218(Elisabeth Hare)  
**Created** 03/17/2022  
**Opening to Fill** L(Limited Number of Openings)  
**Target Openings** 1  
**Available Openings** 1  
**Establishment ID** CASE(Case Western Reserve Univ)  
**Business Unit** CASE1(Case)  
**Company** C01(Case Western Reserve Univ)  
**Department** 694110(Genetics)  
**Status Code** 010 (010 Open)  
**Status Reason**  
**Status Date** 03/25/2022  
**Desired Start Date**  
**Encumb Date**  
**Projected Fill Date**  
**Date Authorized** 03/25/2022  
**Referral Program ID**  
**Recruitment Type**  
**Area of Consideration**  
**Recruitment Contact**

Recruiting Locations			
Recruiting Area	Location	Target Openings	Primary
1001	Case Main Campus	1	Yes

Job Codes		
Job Code	Description	Primary
162001	Research Assistant 1	Yes

Staffing information	
<b>Region</b>	USA
<b>Schedule Type</b>	Full-Time
<b>Regular/Temporary</b>	Regular
<b>Shift</b>	Not Applicable
<b>Hours</b>	37.50
<b>Work Period</b>	Weekly
<b>Travel Percentage</b>	Never or rarely
<b>Supervisor Level</b>	All Other Positions

Salary information	
<b>From Grade</b>	07(Salary Grade 07)
<b>From Step</b>	
<b>To Grade</b>	
<b>To Step</b>	
<b>Salary Range from</b>	30264.000000
<b>Salary Range To</b>	43798.000000
<b>Pay Frequency</b>	Year
<b>Currency</b>	US Dollar

Education and Experience	
Highest Education Level	Years of Work Experience
Associate Degree	0.0
Bachelors Level Degree	0.0

Skills Questions	
Question	Description
1006	Legally Eligible To Work USA
1007	18 Years of Age
1009	Relatives
1008	Felony

Screening Options		
Job Code	Sequence	Screening Level
162001	4	Final
162001	2	Online Screening
162001	1	Pre Screening
162001	3	Preliminary

Job Postings			
Description	Posting Type	Post Date	Remove Date
Internet	Internal Posting	03/25/2022	04/24/2022
Internet	External Posting	03/25/2022	04/24/2022

Job Posting Descriptions	
<p><b>Visible Description Type</b></p>	<p>Internal and External Job Description</p> <p><b>POSITION OBJECTIVE</b></p> <p>Working under moderate supervision, the Research Assistant 1 will perform molecular and cell biology research projects. A particular focus will be two transcription factors that are key in controlling the gene expression signature in human lung epithelial cells. These cells have an important role in lung diseases such as Cystic Fibrosis.</p> <p><b>Description</b></p> <p>The lab uses advanced protocols of functional genomics, cell and organoid biology to elucidate the molecular and cell biology of human epithelia and their dysfunction in disease states such as Cystic Fibrosis. Projects will involve cell biology, biochemistry and genetics/genomics.</p> <p><b>ESSENTIAL FUNCTIONS</b></p>

1. Perform state-of-the-art functional assays including but not limited to human cell culture; over-expression and/or depletion of specific proteins; analysis of DNA, RNA and proteins; protocols of functional genomics including chromatin and RNA purification; analysis by deep sequencing and single cell sequencing and protocols of cell biology and biochemistry such as cell culture and protein analysis. (40%)
2. Conduct analysis of samples from appropriate laboratory machines designed for performing biological, biochemical and molecular analysis. This will involve images and numbers, which will be analyzed by appropriate statistical packages. Collaborate with faculty members and scientists in the performance and analysis of the research studies. (35%)
3. Accurately record results for a particular experiment or closely related series of experiments in an electronic lab notebook. Maintain records of experiments and laboratory databases. (8%)
4. Maintain test equipment utilized in experiments including laboratory cell culture facility and functional genomics equipment room with advanced thermal cyclers for quantitative gene expression analysis, bioruptors etc. Order lab supplies and maintain chemical and biological inventories. (10%)

#### NONESSENTIAL FUNCTIONS

1. Participate in meetings to present research study findings. (5%)
2. Perform other duties as assigned. (2%)

#### CONTACTS

Department: Daily contact with principal investigators, postdocs,

research associates, research assistants and graduate students to review reagent needs or organize research interactions between different research teams in the department.

University: Daily contact with principal investigators, postdocs, research associates, research assistants, graduate students outside department. The supervisor has many collaborations both internal to the university and elsewhere, which will be facilitated by the research assistant.

External: Limited contact with outside vendors to obtain quotes for reagents, organize maintenance of equipment or solve problems relating to ordering and invoicing.

Students: Daily contact with graduate students, undergraduates and fellows to facilitate their research and ensure an efficient work environment.

#### SUPERVISORY RESPONSIBILITY

This position has no direct supervision of staff employees.

#### QUALIFICATIONS

Education and Experience: Bachelor's degree and 0 to 1 year of related experience or Associate's degree in an approved biotechnology program and 0 to 2 years of experience required.

#### REQUIRED SKILLS

1. Prior experience in practical cell biology, biochemistry, genetics, molecular biology or functional genomics techniques and analysis is required, at minimum in undergraduate research setting.

2. Prior bench work experience in an academic science or medicine setting and/or a clinical research setting in strongly preferred.
3. Strong numeracy and data analysis skills.
4. Computer proficiency in Microsoft Suite, Adobe Creative Suite, Graphpad an advantage.
5. Strong oral and written communication skills.
6. Strong organizational and management skills and ability to work in a fast paced environment.
7. Ability to meet consistent attendance.
8. Ability to interact with colleagues, supervisors and customers face to face.

#### WORKING CONDITIONS

The position entails working in a biomedical research laboratory. The employee will be expected to adhere to all required certification for laboratory work and adhere to all safety regulations including the use of personal protective equipment, standard lab coat, gloves and safety glasses when appropriate. The position may require extended hours including weekends as experiments dictate.

<b>Visible Description Type</b>	Internal Only Salary Grade
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<b>Description</b>	Salary Grade 07 for staff working 37.5 hours per week To view salary ranges or Salary Administration Attachments, please copy and paste the following address in your web browser: <a href="https://www.case.edu/finadmin/humres/compensation/restricted/salaryadmin.html">https://www.case.edu/finadmin/humres/compensation/restricted/salaryadmin.html</a> **Requires a valid Case network ID and password to access.
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<b>Visible Description Type</b>	Internal and External Diversity Statement
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**Description** In employment, as in education, Case Western Reserve University is committed to Equal Opportunity and Diversity. Women, veterans, members of underrepresented minority groups, and individuals with disabilities are encouraged to apply.

**Visible Description Type** Internal and External Reasonable Accommodations

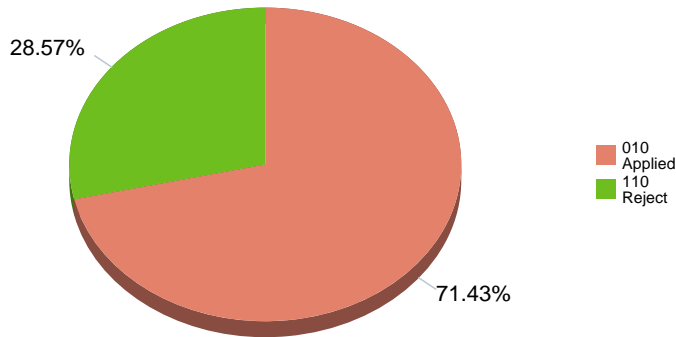
**Description** Case Western Reserve University provides reasonable accommodations to applicants with disabilities. Applicants requiring a reasonable accommodation for any part of the application and hiring process should contact the Office of Equity at 216-368-3066 to request a reasonable accommodation. Determinations as to granting reasonable accommodations for any applicant will be made on a case-by-case basis.

**Visible Description Type** Internal and External COVID Vaccination

**Description** Case Western Reserve University has implemented a COVID Vaccination policy requiring evidence of COVID-19 vaccination for all students, faculty and staff with an on-campus presence. Religious and medical exemptions may be provided in accordance with applicable federal and state laws. For more information go to: <https://case.edu/equity/covid-19-accommodations>. Applicants may contact the Office of Equity at 216-368-3066 /[equity@case.edu](mailto:equity@case.edu) for information regarding religious or medical exemptions as an accommodation.

<b>Hiring Team</b>		
<b>Name</b>	<b>Team Type</b>	<b>Primary</b>
Ann Harris	Manager	Yes
Heather Burton	Interested Party	No
Daniel Napolitano	Interested Party	No
Robert Solomon	Interested Party	No
Chennelle Bryant-Harris	Interested Party	No
Hannah Brewer	Interested Party	No
Elisabeth Hare	Recruiter	Yes

## Recruitment Phase



## Applicants

Name	ID	Type	Status Code	Last updated
Katherine Ferguson	151494	Ext Appl	110 Reject	03/31/2022 11:22AM
Maize Connolly	151472	Ext Appl	110 Reject	03/31/2022 11:24AM
Cameron Bumbleburg	151511	Ext Appl	010 Applied	03/27/2022 08:01PM
Frederick Meckler	150550	Ext Appl	010 Applied	03/29/2022 02:45PM
Huiwen Wang	151392	Ext Appl	010 Applied	03/31/2022 02:17AM
Oladimeji Macaulay	151559	Ext Appl	010 Applied	03/30/2022 07:34AM
Zachary Ziccardi	150993	Ext Appl	010 Applied	03/25/2022 03:36PM

## Job History

Date	Subject	Reason	Edited By
03/17/2022	005 Draft		Elisabeth Hare
03/17/2022	006 Pending Approval		Elisabeth Hare
03/25/2022	010 Open		Hannah Brewer

## Applicants Received / Rejected



