

Laboratory Project Coordinator, Microbiome Center
University at Buffalo, The State University of New York

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Posted Oct. 16, 2023, set to expire Aug. 4, 2024

Job Title	Laboratory Project Coordinator, Microbiome Center
Department	Microbiome Center
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Oct. 16, 2023
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Coordinator
Academic Field(s)	Research/Technical/Laboratory
Job Website	https://www.ubjobs.buffalo.edu/postings/45880

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Job Description

Located in the University at Buffalo [School of Dental Medicine](#), the [Microbiome Center](#) is seeking applicants for a full time **Laboratory Project Coordinator** who will have the following major responsibilities:

- Coordinate development of microbiome projects including tracking of samples and data between collaborating laboratories and institutions
- Assist with nucleic acid extractions (DNA and RNA) applying various standard and customized protocols
- Assist with project budgets and invoices
- Assist with coordination and planning of Microbiome Center activities including scheduling of seminars and meetings
- Oversee laboratory equipment maintenance
- Assist the Principal investigator as required in various projects of the laboratory applying

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molecular biology and/or microbiology techniques

Work hours are typically Monday - Friday 9:00 a.m. - 4:30 p.m.

Outstanding Benefits Package

Working at UBF comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit - all in an effort to support your work-life effectiveness.

Visit our UBF benefits website to learn about our [benefit packages](#).

About The University at Buffalo

The University at Buffalo (UB) #ubuffalo is one of America's leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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