

Lab Safety Support Officer - Office of the Vice Provost for  
Research  
Tufts University

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Posted Mar. 31, 2021, set to expire Aug. 13, 2021

**Job Title** Lab Safety Support Officer - Office of the Vice Provost for  
Research

**Department**

**Institution** Tufts University  
Boston, Massachusetts

**Date Posted** Mar. 31, 2021

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Professional Staff

**Academic Field(s)** Research/Technical/Laboratory  
Facilities/Maintenance/Transportation

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**Job Description**

Lab Safety Support Officer - Office of the Vice Provost for Research - (21001189)  
Description

The Office of the Vice Provost for Research (OVPR) is responsible for pre-award administration of grants and contracts; supporting investigators in developing proposals and funding strategies for their research and scholarship; protection, management, and licensing of the University's intellectual property; oversight of the use human subjects, animals, biological and chemical hazardous materials, select agents, blood borne pathogens, radioactive materials, and lasers; environmental health and safety; implementation of the University's policies on conflict of interest in research and misconduct in research and scholarship; and working with other administrative offices to create an environment at the University that encourages and facilitates research. The OVPR assures that the services and resources provided by the units under its direction meet the needs of the research community and

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satisfies the requirements of laws and regulations that govern research, and protecting the University's interests. This includes policy development, strategic planning, and oversight. The OVPR also works closely with the research leadership of the schools and Tufts Medical Center to promote cooperation, collaboration, and sharing of resources to maintain a positive working relationship between the schools and with the hospital. Additionally, the OVPR maintains close working relationships with faculty and department chairs in order to keep abreast of the needs and direction of research and to foster an environment of open communication and responsiveness.

The Laboratory Safety Support Officer (LSSO) is the first-line contact for providing expert advice or technical services for general matters within the disciplines of public health, occupational safety and health, fire safety and environmental protection for the faculty, staff, students, visitors, contractors and regulatory agents performing work in or impacting teaching, education and training laboratories. As a generalist, the LSSO can provide direct support and/or collaborate with the Lab Safety Specialists on staff in the areas of biosafety, chemical safety and radiation safety.

## Qualifications

### Basic Requirements:

Bachelor's degree in chemistry, biochemistry, occupational safety, industrial hygiene, one of the life sciences, or related discipline.

A minimum of 1 year of experience in a laboratory or related industry (chemical manufacturing, biotechnology, pharmaceuticals, research laboratory, etc.). Experience in Chemical Hygiene/lab safety strongly preferred.

Excellent written and oral communication skills.

Excellent time management and organizational skills.

Excellent interpersonal skills.

Must be committed to working as a member of a team.

Must be familiar with standard laboratory procedures and operations in order to converse with researchers and provide relevant guidance.

Proficiency with computers, Microsoft Office and standard office software.

Able to travel between campuses.

Preferred Qualifications:

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Relevant certifications (e.g., Certified Hazardous Materials Manager, Certified Safety Professional, Certified Industrial Hygienist, or other recognized health and safety certification. Progress towards certification or advance degree in a relevant discipline will be considered.

Capable of obtaining medical clearances for using respiratory protection.

1-3 years bench experience.

Strong presentation and technical training skills.

Valid driver's license.

Special Work Schedule Requirements:

May occasionally require work at nights, weekends and holidays to respond to emergencies or other time critical events and tasks.

An employee in this position must complete all appropriate background checks at the time of hire, promotion, or transfer.

Equal Opportunity Employer – minority/females/veterans/disability/sexual orientation/gender identity.

### **Contact Information**

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

### **Contact**