

JOB DESCRIPTION

Title: R&D Technician

Date Last Modified: September 2024

Department:	R&D	Classification:	Non-Exempt
Supervisor:	R&D Lead	Grade:	G
Status:	Regular, Full Time		
Schedule	Onsite Position Monday – Friday, 8 AM – 4:30 PM (including meal break)		
Salary Range:	MIN: \$19.43, MID: \$22.64, MAX: \$29.92		

Position Objective:

The R&D Technician is responsible for safely executing company-wide research and development programs, product development, and associated activities in alignment with company strategies that result in a regular introduction of innovative and unique new products and/or services. Direct responsibilities include evaluating new products, conducting lab, greenhouse and field trials as well as executing regulatory work required for EPA and PMRA registrations. They will need to work independently to optimize current testing methods, while also adopting new testing capabilities. This includes helping the R&D group plan for and adopt new facilities or equipment to enhance the internal research capabilities of BioWorks. Members of the R&D Lab Team are also responsible for assisting with production & quality control activities as needed to support BioWorks' success. Other duties as assigned.

Our Essential Values:

- **OUR Team – ONE Company:** We embrace that we are in this together and take 100% responsibility for our relationships with others.
- **We Honor OUR Commitments:** Integrity is at the core of everything we do. We do what we say we will do!
- **We Have the Right Conversations:** We hold ourselves and others accountable to be courageous and have the RIGHT conversation with the RIGHT person at the RIGHT time about the RIGHT thing.
- **Our Customers' Success is Our Success:** We understand that without our customers, we are no longer in business and serve them better than anyone else can.

Essential Qualifications - Education, Experience, Skills:

- Education – Bachelor of Science degree.
- Experience – 1-2 years of professional experience working with a team. Experience with botany, plant pathology, and/or entomology preferred.
- Complexity of Work & Decision Making – A variety of non-routine duties, not necessarily related, that require considerable judgement to work independently. Can devise new methods, adapt or change standard procedures to meet new conditions, and make decisions guided by precedent and within established policies.
- Accountability – Objectives defined but with broad and varying policies, procedures, rules or precedents. The employee plans most of their own work while given some functional guidance by their supervisor. Unusual and unique situations are referred to the supervisor.
- Consequence of Errors – Probable errors may be detectable but are significant if not.
 - Most work is not subject to direct verification or check. Effect of errors usually confined within the organization.

- Customer Interactions – Regular contact with various levels of staff or other departments, furnishing or obtaining information. Contact may involve discussion of controversial issues; or contacts with external people where improper handling may affect results but the primary responsibility rests with the next higher level of supervision.
- Supervision Provided – Collects or processes information or data and provides functional advice and guidance to individuals inside the immediate work area related to standard practices. Some evaluation or originality is required.
- Environment & Use of Equipment Machinery – Normal working conditions with occasional exposure to noise, dust, and/or heat, etc. Operates or uses moderately complex office and lab/biological equipment, machinery or tools.

Essential Qualifications - Education, Experience, Skills (continued):

- Demonstrated expertise and proficiency with basic office computer software, e.g. word processing, excel spreadsheets and email. Ability to train others.
- Ability to learn and to follow directions without direct oversight.
- Ability to work well with peers and management personnel.
- Good verbal and written communication skills.
- Ability to operate and train personnel in the proper use of lab equipment.
- Treats all Team members and customers with dignity, respect and courtesy

Essential Functions and Responsibilities:

People

- Actively participates in promoting, supporting, and enhancing our Core Purpose, Core Values and Company Culture
- Maintains a positive work atmosphere by acting and communicating in a manner that promotes cooperation with customers, collaborators, vendors, team members and management.
- Fully engaged and is an active participant in the BioWorks Coaching Program.
- Demonstrates a high degree of engagement

Strategy & Execution

- As a member of the R&D team, assists with the execution of BioWorks strategic direction.
- Plans & executes greenhouse & outdoor based bioassays to support new projects or product needs.
- Plans & executes laboratory-based bioassays.
- Increase BioWorks' internal research capabilities by evaluating new testing methods, new testing equipment and new bioassay options.
- Communicate with third party organizations to obtain equipment or organisms that are necessary to complete project goals.
- Obtain trial data to support label and market initiatives.
- Increase the internal GLP capabilities of BioWorks to decrease the reliance on third party research.
- Develops new formulations and delivery systems for active ingredients to enhance the customer experience with BioWorks products.
- Assists Production and Quality Control as needed.

Cash

- Fully embraces and actively participates in Great Game of Business ("GGOB"), Scaling Up and all strategies and activities related to financial transparency and information sharing, including timely updates to revenue (if applicable), expenses, and EBITDA goals.

Physical Demands:

- Ability to lift 25kg, 5kg repetitively
- Stamina/endurance to perform physical functions of job throughout the day
- Computer keying repetitive motions
- Possible eye strain
- May require flexibility in scheduling to satisfy project and customer needs

PHYSICAL ACTIVITY CHART – R&D (all R&D positions)

ACTIVITY	OCCASIONALLY REQUIRED	FREQUENTLY REQUIRED	List JOB RESPONSIBILITIES that require physical demands checked
Standing		X	Lab area, manufacturing area
Walking		X	Lab area, manufacturing area
Sitting		X	Computer work & microscope
Carrying		X	Lab area, manufacturing area
Pushing	X		Lab area, manufacturing area
Pulling	X		Lab area, manufacturing area
Stooping		X	Lab area, Greenhouse
Reaching	X		Lab area, manufacturing area
Handling		X	Lab supplies, chemicals, vessels, plants
Speaking		X	Interaction with customers, vendors and employees
Hearing		X	Lab area, manufacturing area
Seeing		X	Computer work, forms, reports
Repetitive Motion		X	Keying and mouse for computer. Lab area, manufacturing area